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#### Contract Database Metadata Elements

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Amsterdam City School District And  
Amsterdam Teachers Association

# CONTRACTUAL AGREEMENT

BETWEEN THE

BOARD OF EDUCATION

OF THE

GREATER AMSTERDAM  
SCHOOL DISTRICT

AND

AMSTERDAM TEACHERS'  
ASSOCIATION

JULY 1, 1999 - JUNE 30, 2002



NYS PUBLIC EMPLOYMENT RELATIONS BOARD  
RECEIVED

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**CONCILIATION**

*The Greater Amsterdam School District*  
AMSTERDAM, NEW YORK

337

## TABLE OF CONTENTS

	<u>SUBJECT</u>	<u>PAGE(S)</u>
Preamble		
Article I	Recognition	1
Article II	Negotiation Procedures	2-3
Article III	Teacher Facilities, Rights and Responsibilities	3-4-5
Article IV	Association Facilities and Rights	5-6
Article V	Teacher Work Year	7
Article VI	Teacher Employment Conditions	7-12
Article VII	Protection of Teachers	12-14
Article VIII	Teaching Assignments and Transfers	14
Article IX	Substitute Teachers	15-16
Article X	Leaves of Absence	16-20
Article XI	Temporary Leaves of Absence	20
Article XII	Extended Leaves of Absence	21-22
Article XIII	Sabbatical Leave	22-23
Article XIV	Unauthorized Leaves	23
Article XV	Teacher Evaluation	23-25
Article XVI	Administrative Complaint Procedure	25-26
Article XVII	Grievance Procedure	26-28
Article XVIII	In-Service Education	28-29
Article XIX	Workshops	29
Article XX	Textbooks	30
Article XXI	Appointments to Positions Receiving Salaries Beyond the Teachers' Salary Schedule	31
Article XXII	Summer School and Continuing Education	31-32
Article XXIII	Classes and Workload	32
Article XXIV	Discipline and Discharge - Just Cause	32-33
Article XXV	Salary and Fringe Benefits	33-34-35-36
Article XXVI	Dues Deduction	36-37
Article XXVII	General Provisions	37
Article XXVIII	Duration of Agreement	38
Article XXIX	Special Conditions Related to Therapists And School Nurses	39-40
Appendix A	Teacher Salary Schedule 1999-2000	41-43
	Teacher Salary Schedule 2000-2001	44-46
	Teacher Salary Schedule 2001-2002	47-49
Appendix A	Continued	50
Appendix A.1	Therapists and Nurses Salary Schedule 1999-2000	51
	Therapists and Nurses Salary Schedule 2000-2001	52
	Therapists and Nurses Salary Schedule 2002-2002	53
Appendix B	Coaching, Activities and Clubs	54-60
Appendix C	Summer School and Miscellaneous Stipends	61-62
Appendix D	Election of Disciplinary Procedures	63
Appendix E	Receipt of Charges	64
Index		65-69

THIS AGREEMENT entered into this 21st day of September 1999 by and between the Board of Education of the Enlarged City School District, City of Amsterdam, hereinafter called the "Board", and the Amsterdam Teachers' Association, hereinafter call the "Association."

#### WITNESSETH

WHEREAS, the Board and the Association recognize and declare that providing a quality education for the children of Amsterdam is their mutual aim and that the character of such education depends predominately upon the quality and morale of the teaching service, and

WHEREAS, the members of the teaching profession are particularly qualified to assist in formulating policies and programs designed to improve educational opportunities and standards, and

WHEREAS, the Board has a statutory obligation; pursuant to Article 14, of the Civil Service Law (Chapter 392 of the Laws of 1967, Public Employees; Fair Employment Act, commonly known as the Taylor Law), to negotiate with the Association as the representative of its teaching personnel with respect to hours, wages, terms, and conditions of employment, and

WHEREAS, the parties have reached certain understandings which they desire to confirm in this Agreement,

In consideration of the following mutual covenants, it is hereby agreed as follows:

#### ARTICLE I

#### RECOGNITION

The Board recognizes the Amsterdam Teachers' Association which by PERB Certification dated February 8, 1978, has been designated and selected by a majority of the employees in the unit agreed upon by the parties and described below, as their exclusive representative for the purpose of collective negotiations and the settlement of grievance. Such unit shall consist of all professional certified personnel except the Chief Executive Officer, Assistant Superintendent, Unit Administrators, non-teaching Coordinator-Specialists who teach less than three periods, per diem Substitutes, and excluding all other employees. Such recognition shall extend in accordance with the provisions of the Taylor Law.

The Board agrees not to negotiate with any other teacher organization other than the Association for the duration of this Agreement.

## ARTICLE II

### NEGOTIATION PROCEDURES

- A. The terms and conditions of employment provided in this Agreement shall remain in effect until altered by mutual agreement in writing between the parties.
- B. No later than the February 15th preceding the expiration date of this Agreement, the parties will enter into good-faith negotiations over a successor agreement. If such an agreement is not concluded by the March 15th prior to such expiration date, either party may request the State Public Employment Relations Board to assist the parties to reach agreement. Such mediation and fact-finding will be governed by the provisions of Section 209 of the Civil Service Law.
- C. Neither party in any negotiations shall have any control over the selection of the representatives of the other party and each party may select its voting representatives from within the School District and its consultants and advisors from within or outside the School District. While no final agreement shall be executed without majority ratification by the Association and the Board, the parties mutually pledge that their representatives will be empowered with the necessary authority to make proposals, counter proposals, and reach compromises in the course of negotiations.
- D. The Board and the Association recognize that negotiations should be conducted in an atmosphere conducive to a free and uninhibited exchange of ideas and proposals. Public disclosure and comment during negotiations may inhibit such an atmosphere. In the event of an impasse, however, it is further recognized that each party should be free publicly to express its views concerning the impasse and why it occurred. Accordingly, it is agreed that neither party shall make public pronouncements concerning negotiations until either party declares that an impasse exists under Section 209 of the Taylor Act. Joint public statements, prior to an impasse, may be made when approved by both parties. This ban on public statements, prior to an impasse, shall not apply to internal communications of any form between members of the negotiating teams and their principals.
- E. The District agrees to release no more than four (4) Association negotiating team members for more than five (5) school days without loss of pay to attend day-long bargaining sessions. Such released time will be authorized only:
  - 1) When such released time is used in conjunction with weekend meetings.

- 2) As long as the Association continues to underwrite 20% of the cost to the District of providing substitute teachers.
- 3) Where such days fall within the period beginning with the first scheduled bargaining session and ending with a date sixty (60) days prior to the contract expiration date.

### ARTICLE III

#### TEACHER FACILITIES, RIGHTS AND RESPONSIBILITIES

##### A. Teacher Facilities

The following facilities shall be provided for in each school building to the extent space is available in existing buildings and provided that no substantial capital investment is necessary. In designating new buildings and rehabilitating existing buildings, the Board will make provisions in each school building for:

1. Space in each teaching station for ample, secure, storage of instructional material and supplies associated with that teaching station.
2. A teacher's workroom containing adequate equipment and supplies to aid in the preparation of instructional materials.
3. An appropriately furnished room to be used as a faculty lounge (said room to be in addition to the aforementioned teacher's workroom) and a well-lighted and clean teacher's rest room.
4. A system whereby teachers can effectively and expeditiously communicate with the main office of the building in the event of an emergency.
5. Parking space of adequate proportion and convenient location at each school, where present building conditions permit, shall be maintained.

##### B. Teacher Rights and Responsibilities

1. Teachers have the right to join or refrain from joining, any lawful organization for their professional or economic improvement and for the advancement of public education, but membership of a teacher in any organization shall not be required as a condition of employment by the School District.

2. No teachers shall suffer any professional disadvantage by reason of his/her membership in the association or participation in its lawful activities.
3. All teachers with prior service in the Greater Amsterdam School District will be rehired at a step on the salary schedule equivalent had their years of service been in the District. All other teachers will be hired and placed on the salary schedule at the discretion of the District, not to exceed the step equivalent had their years of credited teaching service been in the Greater Amsterdam School District.
4. All persons performing teaching duties must be provisionally or permanently certified by the State or teaching under a State granted Certificate of Default.
5. Any teacher who is not going to be offered a position for the following school year shall receive such notification in writing prior to May 1st.
6. The Board recognizes its responsibility to provide reasonable support and assistance to teachers when employing appropriate measures to maintain control and discipline of students.
7. Teachers shall be informed of a telephone number which they shall call before 7:00 A.M. to report their unavailability for work. All unexpected tardiness shall be reported, when possible, prior to the opening of the school day.
8. Whenever a teacher is called in by an Administrator and the teacher believes his rights under this Agreement are involved, he shall have the right to Association representation.
9. A teacher may recommend that a child be examined by the school psychologist. The recommendation of the psychologist will be followed when possible.
10. Teacher membership on committees not specified in this Agreement is on a voluntary basis.
11. In the event that school is closed for an emergency reason, such information shall be put on all available news media by 6:30 A.M. the day of said closing, unless a later unexpected emergency arises.
12. Teachers will not be required to report to those buildings not having operable utilities and/or sanitary facilities when students are not in attendance.
13. All teachers have the responsibility of completing all items normally required by the Unit Administrator prior to the ending of school.

14. No teacher shall be prevented from wearing Association member insignia or pins, on school premises.
15. Each September the Educational Aides assigned in District buildings along with the duties and locations, will be reviewed with the Association President by the Office of the Superintendent. Thereafter, such schedules shall be posted in each building.

#### ARTICLE IV

##### ASSOCIATION FACILITIES AND RIGHTS

- A. The Association will be allotted at least ten (10) minutes at the end of each faculty meeting to conduct its business with the members of the bargaining unit.
- B. The Association shall have the right to use, without charge, District duplicating, office, and audio-visual equipment when such equipment is not otherwise in use. The Association shall provide its own supplies for duplicating purposes, including payment of the applicable per copy charge for use of the Xerox machines. Use of such District equipment is further confined to the building where it is assigned, unless specifically authorized to be removed by the building Principal.
- C. The Board will make available, upon reasonable request by the Association, publicly available records, data and information of the School District necessary in carrying out its function as the employee representative.
- D. A building representative shall have the right upon reasonable prior notice to the unit Administrator, to schedule association meetings outside regular school hours or during lunch period in his or her building.
- E. The Association will be provided with thirteen (13) copies of minutes of regular Board meetings as soon as possible after such meetings. Thirteen (13) copies of the official agenda of the meeting, and four (4) copies of the resolution memo will be given to the Association prior to said meeting. If such agenda is not available by the Friday before such meeting, a copy of the agenda will be sent to each building representative as soon as it is available thereafter.
- F. The board will make available for teacher and association ready reference, current copies of the Board's Personnel Policies and Rules and Regulations in accordance with the following:
  1. Two (2) copies in each elementary school
  2. Four (4) copies in each secondary school
  3. Four (4) copies to the Association office



- G. Copies of this Agreement will be reproduced at District expense and a copy given to each teacher.
- H. The Association shall have the right to post notices of its activities and matters of Association concern on teacher bulletin boards, at least one of which shall be provided in each school building. The Association may use the mail service and teacher mail boxes for communications to teachers. Announcements of meetings may be listed in school activity bulletins for announcing the date, time and place of the meetings. One (1) copy of all announcements shall be sent to the Superintendent.
- I. The Principal of each school shall meet during the school year with Association building representatives and/or their designees. Such meetings may be initiated by either party and will normally be conducted during the unassigned time of the teachers involved or at other times which do not conflict with the regular instructional time of students. As soon as possible prior to each meeting, either party shall convey to the other the topics to be discussed.
- J. Before the Board adopts a new policy or a change in current policy not covered in this Agreement and which affects teacher's terms and conditions of employment, the board will notify the Association in writing that it is considering such change. The Association will have the right to confer with the Board concerning such action within ten (10) days after receiving notification by the Board. After such conference, the Board may proceed to take whatever action it deems appropriate.
- K. The Association, upon request to the Superintendent, shall be given a place on the agenda of any regular meeting of the Board.
- L. Association representatives shall be given necessary time off with pay to attend the New York State United Teachers Representative Assembly not to exceed three (3) authorized representatives.
- M. Duly authorized representatives of the Association shall be permitted to process and adjust grievances, and perform other functions directly related to the administration of this Agreement on school property at reasonable times, provided that this shall not interfere with or interrupt classroom instruction, except as may be specifically authorized by the Administration.
- N. It is agreed to schedule regular meetings between the Superintendent and/or his designees and representatives of the Amsterdam Teachers' Association to discuss ongoing matters of mutual interest.

## ARTICLE V

### TEACHER WORK YEAR

A. The teacher work year shall be as follows:

- Full teaching days	182
- Superintendent's Conference Days	<u>3</u>
Total	185*

\* plus Teachers' Checklist Day (Such 185 days includes an allowance for four (4) emergency snow days.

- B. In addition to the above, up to two (2) additional days may be required for orientation of new staff personnel. The Association shall be given time on the program upon request. Year-end checklist procedure will be completed by the Teachers' Checklist Day in accordance with the approved school calendar.
- C. The proposed Annual School Calendar shall be developed by the Administration and presented to the Association which shall review and make such recommendations for change to the Superintendent of Schools, who shall recommend a calendar to the Board. All non-adopted recommendations of the Association shall be attached to the Calendar for Board review. The Calendar shall be adopted by the Board of Education no later than at the regular Board meeting in February of each school year.
- D. The Superintendent shall reduce the school year during May of each school year by not more than three (3) instructional days if such four (4) emergency days have not been utilized during the school year. Such announcement shall be made not earlier than April 1st and no later than May 15th of each school year.

## ARTICLE VI

### TEACHER EMPLOYMENT CONDITIONS

A. Elementary Classroom Teachers

1. The work day for teachers shall be no more than six (6) hours and forty (40) minutes in length, inclusive of at least a thirty (30) minute lunch period. (Effective in 1986-87, an additional five (5) minutes may be added if necessary, for adjustment of transportation schedules only). Teachers will be present in their classrooms before the opening session and will be available after school for reasonably necessary consultation.

It is the intention of the District to establish the daily starting time for elementary teachers no later than 8:30 a.m. However, because of certain variables such as, but not limited to, scheduling of bus transportation, consolidation, the Facilities Master Plan, etc., the parties understand that adjustments of starting time may be made accordingly.

2. Teachers will be provided with a minimum of thirty (30) consecutive minutes of unassigned time during each full teaching day. Effective September 1, 1989, Elementary teachers will be provided with a minimum of 180 minutes of unassigned time during each full teaching week.
3. Parent conferences will be scheduled at the convenience of the individual teacher and the parent. Regular conference time may be used for preparation and planning in circumstances where scheduled conferences are held at other times.
4. Teachers without homerooms shall be available for supervision of early arriving students on a rotating basis. Affected teachers shall receive this duty no more than five (5) times a year for no more than five (5) days at a time (twenty-five (25) days of total duty per year).

Teachers who are scheduled for a daily unassigned time of more than sixty (60) minutes (excluding lunch), shall be available for remedial assignments during that day for that time which exceeds such sixty (60) minutes.

NOTE: This change is not intended to change the length of the workday. It is understood that teachers arrive at school at their normal starting time (unless otherwise agreed between the Association and the District) to perform this duty. There shall be a joint meeting between the Association, District, and building Principals to insure that this intent is understood by all parties.

5. Elementary teachers will be provided with unassigned time at the end of the school year for completion of required reports and related paperwork as follows:
  - a. The Thursday of the final week of school will be 1/2 day.
  - b. In the event none of the four (4) emergency days set forth in the Calendar are used, two (2) one-half days of additional unassigned time will be provided during the Friday of the week preceding the final week of school and Wednesday of the final week of school. In the event emergency day(s) are used, the District will nonetheless provide one additional one-half day of released time on the Friday during the week preceding the final week of school.

- c. On Monday, Tuesday and Wednesday of the last week of school, the elementary student day will be five (5) hours and thirty (30) minutes in length. The teacher day shall remain at six (6) hours and forty (40) minutes. The minimum length kindergarten day shall be maintained.

B. Secondary Classroom Teachers (Effective 1986-87)

1. The work day for teachers shall be no more than six (6) hours and fifty (50) minutes in length inclusive of at least a thirty (30) minute lunch period. (Effective in 1986-87, an additional twelve (12) minutes may be added for the purpose of scheduling an eight (8) period day). Teachers will be present prior to the starting time and after the ending time and will be available after classes and/or school for reasonably necessary consultation.
2. Teachers shall not teach in more than two different classrooms which should be in the same general area. It is recognized that exceptions should exist only in unavoidable circumstances.
3. Filing cabinets shall be provided for those teachers without desks.
4. Teachers of Academic subject areas (on a full daily schedule) shall teach a maximum of five (5) classes per day; have one (1) conference period per day, and one (1) administrative assignment as defined in paragraph E.1 of this article.

Teachers of Academic subject areas who may accept a sixth (6th) daily class, or Non-Academic teachers assigned a sixth (6th) daily class shall not be assigned an administrative responsibility.

5. Every reasonable effort shall be made to assign homerooms on the same floor as the first period class.
6. Teachers shall not be required to teach more than two (2) subject areas or have more than three (3) preparations. Any request to a teacher shall be made in writing to the teacher, who shall respond as soon as possible, but no later than three (3) working days thereafter. Any such assignments shall be made known to the Association. (A different preparation would be one which is designated by a different course number, ability level, or subject title, as for example: M, NR, R, H; 9, 10, 11; I, II, III; Spanish, Biology, English).

The above provision may be modified to meet the needs of experimental programs for a specified period of time by mutual agreement of the teacher involved, the Association and the Administration. The teacher and the Association will not unreasonably withhold their consent.

7. Under special circumstances, a teacher may agree to teach one class outside of his/her area of certification.

C. Special Area and Non-Teaching Certified Teachers

1. Thirty (30) minutes of unassigned time will be made available during each full teaching day. Where such time is not offered as thirty (30) consecutive minutes, the District agrees to provide two (2) periods of time during the day which in total will be in excess of thirty (30) minutes. All reasonable effort will be made to provide this unassigned time during pupil instruction hours except for a period of 15 minutes before and 15 minutes after the teacher lunch period.
2. Elementary Art, Music, and Physical Education teachers shall be consulted in arranging their teaching schedules.
3. Secondary Guidance personnel shall be expected to work one (1) hour above the classroom teachers' designated school day and work three full days prior to the beginning of school and three full days after the close of school. They shall be provided with a one (1) hour lunch period each day (as scheduled by the building Principal).
4. Elementary Special Subject teachers and elementary Guidance Counselors shall begin their full daily assignment and instructional program no later than the first full class day of the school year and continue their instructional program until the final full elementary teaching day of each school year unless shortened by the Superintendent.
5. Media Specialists shall remain (when needed) at least forty-five (45) minutes beyond the instructional day for normal services to pupils, parents and staff. The Principal shall consult the Media Specialist with regard to the procedures to be followed in the Media Center.
6. Guidance Counselors, School Psychologists and Attendance Teachers who may be employed on a full time basis during July and August shall receive 1/10th of their regular annual salary for each full month so employed. Notice of such employment will be made by May 15. The reasons for any discontinuance of the program in the Senior High School shall be made available to the Association.

7. Teachers required to operate their own vehicle when working two (2) or more school buildings in one day on a regular basis during the year, shall receive a travel expense reimbursement of \$104 for the 1999-2000 school year, \$107 for 2000-2001 and \$111 for 2001-2002, or at the IRS authorized rate for mileage reimbursement. Teachers will inform their supervisor of their choice during the first week of school. The IRS rate in effect on July 1 each year shall be used for the following school year.
8. Social Workers, School Psychologists, and Attendance Teachers shall work an eight (8) hour day, which shall include a one (1) hour lunch period.

D. Other

1. Upon request, Unit Administrators shall inform the teacher of the disposition of all requests of classroom supplies.
2. Teachers shall be available after the school day on two (2) afternoons per month for faculty, curriculum and/or department grade level meetings normally for a maximum of one (1) hour per meeting. Proposed agendas for faculty, department or other general teacher meetings shall be planned cooperatively by the Administration and a faculty committee and distributed normally at least 24 hours in advance of such meeting.

In addition to the above, teachers who agree to participate in curriculum development shall be available after the school day for an additional hour per month for curriculum meetings or workshops only. For such teachers who volunteer, other curriculum meetings or workshops held which exceed the 2 hour monthly limit shall be paid the rate of \$22.00 per hour.

3. Teacher conference periods shall be used for professional purposes at the teacher's discretion.
4. Teachers may be required to attend two (2) evening meetings per school year; 2 1/2 hours maximum per meeting.

E. Administrative Assignments

1. The maximum responsibility for any secondary teacher shall be one homeroom assignment and one of the administrative duties in 2, and 3, below. In the event that there are fewer homerooms than staff, those teachers with greatest seniority in the District shall not be assigned a homeroom. Seniority will be followed for other types of assigned administrative duties except when scheduling makes it impractical. Duties may be added or deleted as the year progresses upon mutual agreement between the Unit Administrator and the Building Senators.

## 2. Middle School

The following shall be administrative duties:

- (a) Supervision of early arriving students
- (b) Supervision of students during lunch
- (c) Supervision of students during dismissal
- (d) Supervision of study halls
- (e) Shop maintenance (for Industrial Arts teachers)
- (f) Musical instrument repair (for music teachers)
- (g) Supervision of locker system
- (h) Supervision of bus students

## 3. Senior High School

The following shall be administrative duties:

- (a) Supervision of study halls
- (b) Supervision of cafeteria
- (c) Hall duty
- (d) Vocational and Science Lab Maintenance (for vocational and grades 10-12 Science teachers). In the event formal curriculum changes are made resulting in the use of the 9th grade lab,  
(d) shall be made applicable to teachers affected.

## F. Reduction in Staff - Procedure

1. In making any reduction in staff, the District will first attempt to effect such staff realignment by attrition. In the event further reductions are required, reassignment or termination may be used, with seniority in the District as the determining factor in accordance with appropriate certification and/or tenure area.

## ARTICLE VII

### PROTECTION OF TEACHERS

- A. Teachers shall report immediately in writing to their Principal and to the Central Office all cases of assault suffered by them in connection with their employment.
- B. Such report shall be forwarded through the Superintendent to the Board which shall comply with any reasonable request from the teacher for information in its possession not privileged under law which relates to the incident or the persons involved.

- C. The Board agrees to provide its legal counsel to defend any teacher in any action arising out of any claim demand, suit or judgment by reason of alleged negligence or other act resulting in accidental bodily injury to or death of any person, or in accidental damage to or destruction of property, within or without the school building, providing such teacher, at the time of the accident resulting in such injury, damage, or destruction, was acting in the discharge of his/her duties within the scope of his/her employment or under the direction of the Board.
- D. If criminal or civil proceedings are brought against a teacher alleging that he/she committed an assault in connection with his/her employment, the Board shall furnish its legal counsel to defend him/her in such proceedings.
- E. Whenever a teacher is absent from school as a result of personal injury compensable under New York Workmen's Compensation Laws, and caused by an assault arising out of and in the course of his/her employment, he/she shall be paid his/her full salary for the period of such absence for up to one calendar year without having such absence charged to the annual sick leave or accumulated sick leave. Any amount of salary payable pursuant to this Section shall be reduced by the amount of any Workmen's Compensation award for temporary disability due to the said assault injury for the period for which such salary is paid. The Board shall have the right to have the teacher examined by a physician designated by the Board for the purpose of establishing the length of time during which the teacher is temporarily disabled from performing his/her duties; and, in the event that there is no adjudication in the appropriate Workmen's Compensation proceeding for the period of temporary disability, the opinion of the said physician as to the said period shall control.
- F. Whenever a teacher is absent from school as a result of personal injury compensable under the New York Workmen's Compensation Laws, and caused by an accident (other than assault) arising out of and in the course of his/her employment, he/she shall receive his/her sick leave entitlement less a New York Workmen's Compensation award made for such disability. Only the difference between the weekly compensation payments and the teacher's regular pay, converted to equivalent sick leave time should be charged against any accumulated sick leave.
- G. The District shall reimburse teachers in accordance with the insured limits, for reasonable costs of replacing or repairing dentures, eyeglasses, hearing aids, or similar bodily appurtenances not covered by Workmen's Compensation with are damaged, destroyed or lost as a result of an injury sustained in the discharge of his/her duties within the scope of his/her employment, provided such damage, destruction or loss was not due to the teacher's negligence.



- H. The District shall reimburse teachers in accordance with the insured limits, for the reasonable cost of any clothing or other personal property damaged or destroyed as a result of an assault suffered by a teacher while the teacher was acting in the discharge of his/her duties within the scope of his/her employment, provided such damage or destruction was not due to the teacher's negligence.

## ARTICLE VIII

### TEACHING ASSIGNMENTS AND TRANSFERS

A. Assignments of Teachers

1. Teachers shall receive notification of their assignments for the ensuing school year in writing as soon as possible but not later than June 1 of the current school year. Such notification shall include the schools to which they will be assigned, the programs, grades and/or subjects that they will teach, and any special or unusual classes or assignments that they will have. Secondary teachers will receive their teaching schedules prior to September 1st.
2. Teachers shall be notified in writing immediately in the event any changes in their assignments are required. The teacher may request a conference with the Unit Administrator, with an Association representative, if desired, to discuss the reasons for such change.
3. Teachers who desire a change in assignment shall file a written statement annually of such desire with the Superintendent and/or Unit Administrator. Such statement shall include the grade and/or subject to which the teacher desires to be assigned or the school or schools (in order of preference, if the teacher has preferences) to which he/she desires to be transferred.
4. Periodically, notices of all vacancies shall be posted in each school building. Teachers shall be notified of the disposition of their applications for such change in assignment.
5. In making any changes in teaching assignments, the convenience and wishes of the teacher will be honored unless they conflict with the instructional requirements and best interests of the school system and pupils.

## ARTICLE IX

### SUBSTITUTE TEACHERS

- A. Secondary teachers shall act as emergency substitutes when all reasonable efforts have been exhausted to procure an outside substitute, who appears on the approved list or when no volunteer is available. Teachers may volunteer to act as emergency substitutes by placing their names on an emergency substitution list. Such assignment will not conflict with regular duties and assignments. No teacher shall substitute for more than one (1) period per day. Compensation shall be at the rate of \$11.50 per hour for 1999-2000, \$12.00 for 2000-2001 and \$12.50 for 2001-2002 per full period. The rate for less than a full period shall be \$5.25 for 1999-2000, \$5.50 for 2000-2001 and \$5.75 for 2001-2002. Compensation shall be paid as soon as practicable thereafter. Approval for such arrangements must be made by the building Principal, who shall keep all necessary and accurate records and verify all such occasions of substitution for payment to the teacher normally within one (1) day.
- B. Prolonged Vacancies:
1. Any vacancy which will last for at least forty (40) full school days shall be filled by a regular probationary contract for the designated period.
  2. A teacher on a substitute appointment who works for more than forty (40) full school days in the same assignment for the same absent teacher shall be given a regular temporary appointment for the remainder of the designated period of substitution, with full salary and other benefits from the forty-first (41st) day of the assignment forward.
  3. Substitute lists shall be re-established and approved by the Board of Education, prior to the opening of school each year in order for any substitute to qualify for teaching within the new school year. This list may be amended periodically.
- C. Teachers may request a particular substitute from the certification area lists designated and authorized by the Board of Education. Substitute teachers shall be required to write a brief summary of each class in which they substitute, to be given to the teacher upon his/her return.

Teachers will evaluate substitutes as the situation may indicate. Such evaluation will serve as a basis for establishing the approved substitute list provided for under B.3. above.

- D. Teachers shall supply to substitutes procured by the Administration the following materials, as appropriate:
1. An up-to-date seating chart or arrangement for each class.
  2. A copy of textbook(s) and necessary related teaching materials if required for successful conduct of the lesson.
  3. A set of instructions for the substitute.
  4. The names of students in each class who might be called upon for assistance.
  5. The teacher's daily schedule.
  6. Organizations of any specialized groupings within classes or levels.
  7. A current lesson plan for each class relating to the unit of study presently under assignment to pupils.

## ARTICLE X

### LEAVES OF ABSENCES

#### A. Physical Examinations

1. All teachers shall be required to have a physical examination every two (2) years, by November 1st of the school year. Examinations shall be given by the School Physician, but upon request the use of a personal physician shall be approved for payment up to the maximum fee charged to the District for an examination by the School Physician. All new personnel to the District shall be required to pass a physical examination, and may be required to have a chest X-ray before they may begin employment.
2. A teacher should at all times maintain a state of good health and must, upon request of the Superintendent, submit evidence thereof. Teachers may be assigned mandatory health leave at no loss of pay or benefit pending an examination for good health. Such leave is to be assigned by the Board and/or Superintendent.
3. The Board shall provide the following benefits:
  - (a) Physical examination every two years
  - (b) Chest X-ray every two years if recommended by a physician
  - (c) Annual flu shots (if desired)

B. Sick Leave

1. Teachers shall be entitled to sick leave with full pay up to thirteen (13) working days in each year. Up to three (3) days of such time may be used as personal leave days in each year. The reasons for such leave will be indicated on the official checklist and shall be used only for compelling personal business which cannot be conducted at other than school hours. Unused sick days and personal days may be accumulated without limitation, as long as the teacher remains continuously employed in the District.
2. Teachers whose respective schools are closed by order of the Health Officer or the Superintendent of Schools, shall receive full pay and such absence shall not be charged to sick leave.
3. Where the Superintendent has reasonable cause to believe that an abuse of sick leave may be occurring by a teacher, he/she may require a timely doctor's certificate and/or an examination by another physician. Any such requirement or examination shall be at the District's expense. In any dispute involving the "reasonable cause", the District shall bear the burden of proof.
4. A teacher who has been absent because of a serious infectious or contagious disease shall be required to submit evidence of complete recovery before resuming his/her duties. In the event of absence of a teacher for illness in excess of seven (7) consecutive working days, a medical excuse from a physician may be required in order to return officially to work.
5. When the effective date of appointment of a teacher is before the beginning of the second semester of any year, he/she will be given credit for the full annual sick leave allowance. When the effective date of appointment of a teacher is on or after the beginning of the second semester, the teacher will be given credit for six and one-half (6 1/2) days sick leave and one and one-half (1 1/2) days which may be for personal days.

C. Long Term Illnesses

1. In the event a teacher is disabled for an extended period, as verified by competent medical authority, the District agrees to provide additional extended sick leave benefits during the regular school year in accordance with the following conditions:
  - (a) The teacher's accumulated sick leave is exhausted.
  - (b) The teacher provides medical evidence of the extended nature of the disability. The Board may require an examination by another physician.
  - (c) The teacher satisfies a five (5) working day waiting period after exhaustion of the accumulated sick leave.

2. The District agrees to provide in each year and for the term of this agreement a total of two hundred (200) days for all staff absences that might occur under this provision. In no instance shall the total obligation to the District exceed two hundred (200) days in each year of this agreement.
3. The District reserves the right to withhold such extended leave benefits when:
  - (a) The disabled teacher cannot continue to provide acceptable evidence of the continuation of the disability.
  - (b) The disabled teacher may qualify for disability retirement under either the Teacher Retirement System or Social Security.

D. Absence on Account of Death in Family

1. If explicitly reported, absence of a professional staff member due to the death of a wife, husband, parent, parent-in-law, brother, sister, child, grandchild, grandparents or stepchild, shall be permitted without loss of pay, or deduction from sick leave or personal days. Such absence shall not exceed five (5) days for each death. The Superintendent may grant additional days for death in the immediate family at his/her discretion and upon request. Such request shall be confirmed in writing.
2. All days in this section shall be above the normal yearly allocated sick leave and the three (3) days personal leave.

E. Maternity Leave

1. The District shall pay any teacher physically disabled by reason of pregnancy, accrued sick leave benefits for that portion of the work year coinciding with such disability or aggravation of such disability, unless such teacher has elected to take unpaid maternity leave herein, during which sick leave is not applicable. Moreover, during the disability period relating to pregnancies, if a teacher has exhausted her accrued sick leave, the teacher may use leave from the sick leave bank provided for paragraph (c) (3) of this Article.
  - (a) Employment beyond the sixth month of pregnancy is subject to medical approval by the teachers' physician.
  - (b) The teacher notifies the Unit Administrator at least thirty (30) days prior to the beginning date of such leave.
  - (c) The duration of a leave of absence for child rearing leave following the birth of a child will be limited to one year at a time.

- (d) A teacher who requests a leave of absence for child rearing purposes will be able to return to his/her position with the District prior to the expiration of such approved leave of absence, in emergency situations. For example, a teacher may request a one year leave of absence that they want to take advantage of following the birth of a child. In such situation, if the child died, the teacher would be able to come back to his/her position prior to the expiration of the full year of approved leave, as such situation would constitute an emergency situation. Moreover, a teacher who takes a leave of absence for child rearing purposes will be entitled to return to the same or substantially same position on the expiration of said leave.
  - (e) Maternity leave is subject to Article XII, paragraphs D. through H.
  - (f) With the exception of (a) above, the provisions of this Paragraph E. shall include adoptions.
2. The period of such leave shall not be considered part of a teacher's probationary period, and no benefits shall apply or accrue during such leave.

F. Accumulated Sick Leave and Retirement

1. Any teacher member of the New York Teachers' Retirement System who is employed by the District and who provides the Superintendent with a written retirement resignation by October 10 of the school year of retirement including the effective date of retirement shall receive the following benefits:
- (a) A salary increase for the final school year equivalent to the dollar value of one quarter (1/4) of the employee's accumulated sick leave, prorated over the remaining pay periods in that school year. A computation of the final year's entitlement shall be made in June.
  - (b) The dollar value of the remaining three quarters (3/4) of the accumulated sick leave shall be applied to the retiree's percentage share of health insurance plan, effective upon the date of retirement.
  - (c) For the computations in (a) and (b) above, two hundred (200) accumulated days shall be the maximum allowed. For days in excess of 200, additional payment shall be made to the employee equivalent to the value of one-third (1/3) of such excess days. For unforeseen circumstances, such as serious illness, the Superintendent may allow a teacher to submit such retirement resignation after October 10th of the school year of retirement and thereby receive the same benefits.
2. In the event of an employee's death prior to his retirement, there shall be paid to the legal beneficiary designated for such purposes the benefits as provided in 1. (a) and (c) above. The date of death shall be deemed to be the date of retirement for computation purposes.

3. Effective July 1, 1999 through June 30, 2002, the collective bargaining agreement shall contain a new provision, "Deferred Compensation", which shall provide:
- a. During the 1999-2000, 2000-2001 and 2001-2002 school years, any eligible teacher who retires from the District in accordance with the rules of the New York State Teachers' Retirement System, with at least 10 years of service to the District, shall be entitled to an additional payment. For those teachers who retire following the 1999-2000 school year, the amount of the payment will be \$22,500. For those eligible teachers who retire following either the 2000-2001 or 2001-2002 school years, the amount of the payment will be \$20,000. Any teachers who apply for this retirement will be expected to complete their final year of service to the District.
  - b. During the 1999-2000 school year, in order to be entitled for this additional payment, eligible teachers must provide the Board of Education with written notice of their retirement resignation by December 22, 1999.
  - c. For teachers who plan to retire at the end of the 2000-2001 school year and apply for this payment, they must provide the Board of Education with written notice of their intention to retire by January 3, 2000 and provide the Board of Education with their letter of retirement resignation by October 10, 2000.
  - d. For teachers who plan to retire at the end of the 2001-2002 school year and apply for this payment, they must notify the Board of Education in writing of their intention to retire by January 3, 2001 and provide the Board of Education with their letter of retirement resignation by October 10, 2001.
  - e. The payment of the additional payment shall be made by the District to eligible teachers by the first payroll of September of the calendar year of the year of retirement. At the teacher's option, payment by the District of one-quarter of the amount of the payment may be deferred to the first payroll of September, October, November and December.
  - f. The parties specifically agree that this deferred compensation provision shall terminate on June 30, 2002 and will not be subject to the tribal amendment to the Taylor Law (New York State Civil Service Law #209-a(1)(e)). As such, on July 1, 2002, this deferred compensation provision shall be deemed null and void.
  - g. During the final year of this agreement (the 2001-2002 school year), a joint committee between the Association and the District shall be created to review and discuss the possible continuation of the deferred compensation payment provision of the contract or some alternative hereto. The committee shall be made up of an equal number of representatives chosen by the District and the Association; no more than three representatives per side. The recommendations and findings of the committee shall have no binding effect on the "sunset provision" contained in this article.

## ARTICLE XI

### TEMPORARY LEAVES OF ABSENCE

- A. Teachers will be entitled to the following absences with pay each school year in addition to the leave specified in Article X.
1. Not exceeding three (3) days for religious reasons which require absence during school hours.
  2. One (1) day for the purpose of visiting other schools if approved by the Superintendent of Schools upon four (4) days notice.
  3. Time necessary for appearances in any legal proceeding connected with the teacher's employment, or for the performance of jury duty. A teacher taking such leave shall reimburse the School District for any fees he/she received as a juror or a witness.
  4. Expense reimbursement and salary payment for attendance at professional conferences, when authorized and approved by the Superintendent, shall be provided by the District.
  5. When members of the bargaining unit are elected as delegates to the New York State Teachers' Retirement System Convention, they will be given necessary time off with pay to attend the convention, up to a maximum of two (2) teachers for two (2) days.
- B. The Superintendent may authorize leaves not specifically stated in this Agreement. Denial of such requests shall not constitute a basis for grievance hereunder.
- C. District applications for travel and trip requests should be completed as per District policy.

## ARTICLE XII

### EXTENDED LEAVES OF ABSENCE

- A. A leave of absence without pay of up to two (2) years will be granted to any teacher who joins the Peace Corps, VISTA, or the National Teachers Corps and up to one (1) year for services as an exchange teacher and who is a full-time participant in such programs. Upon return from such leave, a teacher will be considered as if he/she were actively employed by the Board during the leave and will be placed on the salary schedule at the level he/she would have achieved if he/she had not been absent.



- B. Military leave will be granted to any teacher as provided by the military law. Upon return from such leave, a teacher will be placed on the salary schedule at the level which he/she would have achieved had he/she remained actively employed in the system during the period of his/her absence up to a maximum of four (4) years.
- C. A leave of absence without pay of up to one (1) year may be granted for personal reasons. The increment may be granted by the Superintendent of Schools. Additional leave may be granted at the discretion of the Board.
- D. All rights and benefits to which a tenure teacher was entitled at the time his/her leave of absence commenced will be retained by him/her. Upon his/her return he/she will be assigned to the same or substantially equivalent position which he/she held at the time said leave commenced unless otherwise agreed.
- E. A teacher who returns from any leave and has served more than five (5) months on a given Step previously, will be placed on at least the next higher Step upon his/her return.
- F. Any teacher returning midyear shall be placed in his/her former position at the beginning of the following school year unless it is possible for the change to be made at midyear.
- G. All requests for leaves or extensions or renewals of leaves shall be applied for and granted in writing.
- H. A teacher on a leave of absence for a school year or more shall notify the Superintendent as to his/her intention to return to service at least four months prior to the expiration date of such leave. If the Superintendent has not received notice four months prior to the expiration of the leave, he/she shall send a letter of inquiry to the teacher at an address provided for such purpose. Failure to notify the Superintendent within one month of such inquiry shall be assumed to constitute intent to resign.

### ARTICLE XIII

#### SABBATICAL LEAVE

- A. Upon recommendation of the Superintendent, sabbatical leaves may be granted to teachers who have served at least seven (7) consecutive years in the school system (leaves of absence excepted), for study or other purposes of value to the school system. A teacher granted sabbatical leave shall return to the Amsterdam School District for at least one (1) year after his/her leave ends. In the event that such a contract is not kept, the staff member agrees to reimburse the Board fully for all sabbatical salary and deductions.
- B. The Board of Education may grant such leaves for one percent (1%) of the total number of teachers in the system each year, provided that such number of qualified applications are received and the granting of any such leave for the time requested will not prejudice the operation of the School District.

- C. Applications for sabbatical leave must be submitted to the Superintendent in writing no later than March 1 of the school year prior to the year for which the leave is requested. No decisions will be made on sabbatical requests until after the March 1 deadline. Teachers must be informed of the action taken on such leave applications no later than March 15. Final determination shall be made official by April 1.
- D. Sabbatical leaves for one (1) year shall be at one-half (1/2) of the salary the teacher would have received during the period of such leave and for one half (1/2) of a year at full salary. Teachers shall be given credit toward salary increments while on sabbatical leave but no sick leave. Teachers with fourteen (14) years of service with the District, who are on sabbatical leave, shall receive ninety-five percent (95%) of salary for the length of the sabbatical.
- E. All applications for sabbatical leave shall be reviewed by the Superintendent of Schools and recommendations given to the Board of Education for Board decision.
- F. Summer Sabbatical
  - 1. At the discretion of the Superintendent, a summer sabbatical may be authorized for staff member(s) in areas of critical need as posted by the Superintendent prior to the end of the school year. The posting shall also include information concerning the length of the project; weekly schedule of hours, as applicable, and the salary stipend.

#### ARTICLE XIV

##### UNAUTHORIZED LEAVES

A teacher shall forfeit pay for any unauthorized leaves of absence not specified in this Agreement. Any additional disciplinary action shall be considered under the "just cause" provision of this Agreement.

#### ARTICLE XV

##### TEACHER EVALUATION

It is recognized that the primary purpose of evaluating teachers is to improve instruction. A variety of approaches may be used in evaluating, including observation, conferencing, and also evaluation of planning skills as they pertain to classroom techniques.

- A. All monitoring and observation of work performance of a teacher will be conducted openly and with full knowledge of the teacher.

B. Classroom Observation

1. Tenure Teachers - Upon prior notice, and at the discretion of the building Principal, tenure teachers may be observed. Tenured teachers may also request formal observations.
2. Non-Tenure Teachers - Observations shall be conducted once each semester during the probationary period; more frequently for teachers who need help. Attempts will be made to conduct such observations in a variety of classroom situations. As the teacher gains in ability throughout his/her probationary period, fewer observations may be necessary.
3. Nothing contained above shall be interpreted to prohibit unannounced classroom observations by appropriate administrative personnel.
4. Follow-up of Observations - Observations will be followed up by a conference and documentation. Written summaries of observations will be forwarded to the teacher for review. When needed, specific suggestions for improvement of work performance will be made by the supervisor. Before such report is placed in the file, the teacher shall have the right to attach a response. From start to finish, the above process should be completed in seven school days, unless unusual unforeseen circumstances delay the follow-up.

C. The District will complete an annual summary or status type evaluation on every probationary teacher. For tenure teachers, such summary will be completed every other year.

D. Tenure Recommendations (see also Article XXIV)

1. Criteria appropriate to the granting or denial of tenure to the probationary teacher shall be determined by the Administration.
2. The Superintendent shall notify each probationary teacher, (during the last year of his/her probationary period) in writing, whether he/she will be recommended for tenure not later than April 1. Such notification shall include the reasons for the granting or denial of tenure status.

E. Achieving Tenure Status (see also XXIV)

1. If a probationary teacher who is denied tenure requests the reasons for such a denial, such reasons shall be given him/her orally, if he/she so specifies, and otherwise in writing.
2. A teacher who has achieved tenure in any school system in the State of New York may serve a probationary period of one (1) year as a teacher in the Amsterdam School System. This provision also applies to a teacher who transfers from one tenure area to another within the District.

F. Other Procedures

1. Each teacher will have the right to review and make copies of the contents of his/her personnel file, except those confidential documents originating outside the District. A teacher is further entitled to have a representative of the Association accompany him/her during such review. The District reserves the right to have such review conducted in the presence of an Administrator.
2. No material derogatory to a teacher's conduct, service, character, or personality, shall be placed in his/her personnel file unless the teacher has had an opportunity to review and respond to the contents if he/she so desires. The teacher will acknowledge such review has taken place by affixing his/her signature thereto, which shall not indicate agreement with its contents. The teacher may provide, if he/she so desires, a copy of any response to the Superintendent for his/her information and review.
3. Only authorized personnel shall have access to teacher personnel files. Public release of the contents thereof is prohibited without the approval of the teacher or when subpoenaed by court authority.

G. A copy of any change or additional forms used in the observation/evaluation procedure shall be given to the Association prior to its adoption.

H. Arbitrability

1. While the alleged failure of the District to comply with the provisions of the Article is subject to the Grievance Procedure as outlined in this Agreement, this Article shall not be interpreted to diminish the exclusive right of the Board to grant or deny tenure as provided by law.

ARTICLE XVI

ADMINISTRATIVE COMPLAINT PROCEDURE

A. Complaints Against a Teacher's Performance

Any complaints regarding a teacher's performance of duties made by any member of the Administration (except for comments for improvement of performance made in evaluations), and/or to any member of the Administration by any parent, student or other person shall be promptly called to the attention of the teacher by the Administrator. The teacher shall have the right to clarify and substantiate his/her position whenever he/she feels the matter is not justified.

If an announced observation has not yet been conducted per Article XV.B.1., one may be conducted pursuant to that provision. Once an announced observation has been conducted as above, the Administrator will inform the teacher if he/she will conduct up to two (2) unannounced observations within forty-five (45) working days. All observations will be conducted as per Article XV. The results of the teacher/administrator conference, and observations if any, may be placed in the teacher's District Personnel File by the Administrator with a copy forwarded to the teacher. The teacher may place a written reply in his/her District Personnel File. Additional unannounced observations may be conducted by mutual consent of the teacher and administrator.

If a teacher feels aggrieved regarding any actions or results of the above, he/she may submit a formal grievance as set forth in this Agreement.

## ARTICLE XVII

### GRIEVANCE PROCEDURE

#### A. Purpose

It is the policy of the Board and the Association that all grievances be resolved informally or at the earliest possible step of this grievance procedure. Informal settlements at any stage shall bind the immediate parties to the settlement but shall not be precedents in a later grievance proceeding. Both parties recognize that the procedure must be available without any fear of discrimination because of its use.

#### B. Definitions

1. "Grievance" - any alleged violation of this Agreement or a past practice, or any dispute with respect to its meaning or application, provided however, that the Board may change or discontinue a past practice for good cause and that the Association may grieve and carry to arbitration the sole question of whether or not the Board has good cause for the charge or discontinuance, and further provided, that if there is a disagreement over whether or not the matter in dispute constituted a past practice, the Association shall have the burden of proving that it was unchanged past practice of at ~~leave~~<sup>least</sup> five (5) years duration before the question of good cause can be considered.

A past practice is defined as an established custom that offered or allowed a "benefit" of a peculiar personal value to a teacher covered under this Agreement. A past practice shall not be defined in a manner that may alter the specific language of this Agreement or which otherwise related to a reasonable and legitimate exercise of the District's right to manage its operations.

2. "Teacher" - any person in the unit covered by this Agreement.
3. "Aggrieved Party" - the teacher, group of teachers, or the Association.

4. "Association Representative" - any person selected by an employee and authorized by the Association to represent him/her in informal or formal grievance procedures, said person being termed "Association Representative" regardless of occupation or profession.

C. Submission of Grievances

1. Each formal grievance shall be submitted in writing on a form approved by the Board and the Association, and shall identify the aggrieved party and the provisions of this Agreement or the alleged past practice involved in the grievance, the time and place of the alleged events or conditions constituting the grievance, and redress sought by the aggrieved party.
2. A grievance shall be deemed waived unless it is submitted within fifteen (15) school days after the aggrieved party knew or should reasonably have been expected to know of the events or conditions on which it is based.
3. (a) A teacher or group of teachers may submit grievances which affect them personally and shall submit such grievances to the Unit Administrator.  
  
(b) The Association may submit any grievance. If it is limited in effect to one school, the grievance shall be submitted to the Unit Administrator. Otherwise, it shall be submitted directly to the Superintendent of Schools.

D. Procedure for Association

1. Informal - Step I: The aggrieved party shall present his/her grievance orally to his/her Unit Administrator either directly or through an Association Representative.
2. Formal - Step II: If the grievance is not resolved informally in Step I at the building level within five (5) working days, or such additional time as may be agreed upon, the aggrieved party or the Association Representative shall within five (5) working days thereafter, submit a written grievance to the Superintendent of Schools or his/her designee. The parties shall confer with respect to the grievance, and the Superintendent or his/her designee shall deliver to the aggrieved parties a written statement of his/her position on the grievance no later than ten (10) working days following its receipt, or such additional time as may be agreed upon.
3. Formal - Step III: If the grievance is not resolved in Step II, the Association may, within fifteen (15) working days after receiving the statement in Step II, refer the grievance to arbitration by filing a request with the American Arbitration Association that it send the parties a list of seven (7) Arbitrators. A copy of such request shall be forwarded to the Superintendent of Schools.

- (a) Upon receipt of the names of the proposed Arbitrators, parties shall strike names from the list(s) in accordance with the selection procedures of the American Arbitration Association until one is ultimately designated as Arbitrator.
  - (b) The Arbitrator's decision will be in writing and will set forth his/her findings, reasonings and conclusions on the issues submitted and shall be final and binding on both parties. The Arbitrator will be without power or authority to make any decisions which requires the commission of an act prohibited by law or which is violative of the terms of this Agreement. The Arbitrator shall have no power to alter, add to, or detract from the provision of the Agreement.
  - (c) The cost for the services of the Arbitrator will be borne equally by the School Board and the Association. The party requesting a stenographic record shall pay the cost thereof.
  - (d) The election to submit a grievance to arbitration shall automatically be a waiver of all remedies or forums which otherwise could be available.
4. Expedited Arbitration - If mutually agreed by the two parties, the procedures as outlined under the Expedited Labor Arbitration rules of the American Arbitration Association may be employed.

E. No Strike/No Lockout Provision

During the period of this Agreement and any extension thereof, the Association agrees that it shall not call, authorize, instigate, sanction, or condone any strike, slow-down, or work stoppage by any employees, and the Board agrees that it shall not lock out any teacher.

## ARTICLE XVIII

### IN-SERVICE EDUCATION

- A. In-service education is to be defined as any approved professional study, travel, course, lectures or committee work approved by the Greater Amsterdam School District which will contribute to the improvement of the assignment in which the professional personnel are involved. Such courses are intended for the improvement of the educational program in the District, and therefore, the best qualified instructors obtainable both in the District and from outside agencies will be sought. Teacher participation shall be voluntary.

- B. Professional staff members will receive salary schedule credit for approved in-service courses which do not offer college or university credit. In order to receive salary schedule credit, the professional staff member must have successfully completed the course and have attended at least 80% of the total sessions and have demonstrated satisfactory growth, through participation and contributions to the course.
- C. Schedule of Credits for Approved In-Service Credit:
1. Planned In-Service courses:
 

Five (5) two-hour sessions	1 credit
Ten (10) two-hour sessions	2 credits
Fifteen (15) two-hour sessions	3 credits
  2. Purposeful Summer Travel:
 

Three (3) consecutive weeks	1 credit
Six (6) consecutive weeks	2 credits
Nine (9) consecutive weeks	3 credits
  3. The Superintendent may grant more credits for individual courses and other summer travel.
- D. Only courses and travel authorized and approved for payment by the Superintendent will be considered for salary credit. Such approval must be obtained prior to participation in the course or travel in order to guarantee such payments.
- E. 1. Maximum salary credit earned under this provision may not exceed:
- (a) 10 hours for professional courses (field of education).
  - (b) 20 hours for content courses (field to be taught or related field).
2. In-service credit for salary schedule purposes in excess of E.1. above must have the approval of the Superintendent.
- F. When the number of applicants for an in-service course exceeds the number of vacancies, teachers of subjects or areas most closely related to the course being offered shall be given first preference.
- G. Effective:
- |             | 1999-2000           | 2000-2001 | 2001-2002 |
|-------------|---------------------|-----------|-----------|
| Instructor  | \$42.25 per session | \$44.00   | \$45.50   |
| Coordinator | \$21.25 per session | \$22.00   | \$23.00   |



## ARTICLE XIX

### WORKSHOPS

- A. Workshops shall be established by the Administration for the purpose of continual improvement of the instructional program.
- B. Workshops may be held on Saturday, in summer months, during scheduled recess holidays or after the regular school day.
- C. A workshop may be scheduled during the regular school day, providing the specific situation warrants it, and approval is granted by the Superintendent.
- D. Teachers shall be selected by the Superintendent for all workshops. Selection will be based upon recognized skills and areas of assignment as well as the need for developing a balanced team for the project. Seniority shall not be considered as a criteria for selection of members of a workshop.
- E. It shall not be mandatory for a teacher to accept a position in a workshop. However, teachers agree that participation, or lack of participation, may be a factor in determining the teacher's assignment as it relates to the goals and/or purposes of the workshop and its results.
- F. The chairman of a workshop shall be guaranteed additional compensation up to the equivalent time approved for the committee.
- G. Effective 1999-2000 teachers shall be compensated at the rate of \$22.00 for approved workshop time.

## ARTICLE XX

### TEXTBOOKS

- A. Each pupil shall be provided with one (1) copy of at least one (1) textbook for each class subject where such books are prescribed by the Board of Education. Where multi-textbooks are used, the Board will make every effort to provide sufficient textbooks.
- B. Each teacher shall be provided with a copy of all basic textbooks and/or teacher's manuals for each different teaching assignment. Except for elementary reading manuals and upon request, a second copy shall be provided.
- C. Selection of textbooks, including paperback editions, shall be made by teacher committees composed of those affected by the use of such textbooks.
- D. Prior to the rejection of an texts, the Board will confer with the selection committee. Selection committees are advisory to the Superintendent and the Board of Education and in no way shall restrict the Board of Education's legal right to adopt any and all textbooks.

## ARTICLE XXI

### APPOINTMENTS TO POSITIONS RECEIVING SALARIES BEYOND THE TEACHERS' SALARY SCHEDULE

- A. Positions in this article are defined as those which pay a salary differential and/or position in the administrative level including, but not limited to, positions such as Assistant Superintendent, Administrative Assistant, Director, Consultant, Principal, Supervisor, Coordinator, and Assistant Principal.
- B. Vacancies in positions covered by this article which are caused by death, retirement, discharge, resignation, or by the creation of a new position, shall be filled pursuant to the following procedure:
  - 1. The Association shall receive notification on the same day of the public announcement.
  - 2. Such vacancies shall be adequately publicized, both within and outside the system, including a notice in every school (by posting or otherwise) as far in advance of the date of filing for such vacancy as possible (ordinarily 30 days in advance and in no event less than two weeks in advance).
  - 3. Said notice of vacancy shall clearly set forth the qualifications for the position.
  - 4. Teachers who desire to apply for such vacancies shall file their applications in writing with the Superintendent within the time limit specified in the notice.
  - 5. Such vacancy shall be filled on the basis of the best qualifications for the vacant post after interviews of a reasonable number of the most qualified applicants.
  - 6. The final determination as to who shall fill these positions shall be at the sole discretion of the Board.
- C. All appointments to the aforesaid vacancies and openings shall be made without regard to age, race, creed, color, religion, nationality, sex or marital status.

## ARTICLE XXII

### SUMMER SCHOOL AND CONTINUING EDUCATION

- A. Teaching positions in these programs shall, to the extent possible, be filled first by teachers regularly employed in the Greater Amsterdam School District, and who apply for such positions.

- B. In filling such positions, consideration shall be given to a teacher's area of competence, major and/or minor field of study, quality of teaching performance, attendance record, length of service in the Greater Amsterdam School District school system, and prior experience in these programs, if any.
- C. All openings for these positions shall be listed as early as possible so interested teachers may apply. The Association will be notified the same day as the public announcement.
- D. Summer School salary schedule is attached hereto as Appendix C.

## ARTICLE XXIII

### CLASSES AND WORKLOAD

- A. The District agrees to continually make reasonable efforts to establish an equitable distribution of students for instructional groupings consistent with the program being offered. The District further agrees to continue its efforts to establish class size and workload on a sound educational basis.

Before the Board adopts any meaningful increase in class size or workload, it agrees to notify the Association in writing that it is considering such a change.

## ARTICLE XXIV

### DISCIPLINE AND DISCHARGE - JUST CAUSE

- A. From the date of each teacher's employment and up to May 1 of their third (3rd) school year of employment, teachers shall be entitled to, in addition to their rights under the Fair Dismissal Law, a private School Board review on matters related to discharge.
- B. Thereafter, no teacher shall be discharged or disciplined by being reprimanded, reduced in rank, or otherwise deprived of any professional advantage, except for just cause.
  - 1. The Superintendent of Schools shall serve disciplinary charges against a teacher. Upon receipt of such charges, the teacher shall complete the "Receipt of Charges" form, attached hereto as Appendix "E", and shall return the form to the District immediately.
  - 2. Thereafter, the teacher shall have the right to choose whether to proceed under the procedures set forth in Article XVII, Section D.3., of this agreement (arbitration) or to proceed under Education Law 3020-a.

3. Within ten (10) calendar days of receipt of the charges, the teacher must complete the "Election of Disciplinary Procedures" form attached hereto as Appendix "D" and return that document to the Superintendent of Schools. Failure to return such form within ten (10) calendar days will be deemed an election to proceed under Article XVII, Section D.3., (arbitration).
4. Any suspension pending adjudication of the charges shall be with pay, except that any bargaining unit member shall be suspended without pay if such suspension without pay would be allowed under Education Law 3020-a.
5. The District and Association agree that disciplinary action under the procedures set forth in Article XVII, Section D.3., (arbitration) shall result in a disposition of the disciplinary charge within the amount of time allowed therefor under Education Law 3020-a, which the parties agree is approximately 150 days.
6. It is expressly agreed that no bargaining unit member subject to discipline will be entitled to both the disciplinary procedures set forth in Education Law 3020-a and the arbitration procedure set forth in Article XVII.

## ARTICLE XXV

### SALARY AND FRINGE BENEFITS

- A. The teacher salary schedule is attached hereto and identified as Appendix A.
  1. In addition, teachers volunteering to serve on the Committee on Special Education (CSE) meetings beyond the regular school day as outlined in the Collective Bargaining Agreement and teachers volunteering to correct Standardized Tests beyond the regular school day as outlined in the Collective Bargaining Agreement, shall be paid an hourly "per diem" rate based on 1/200th of their contract salary.
- B. The co-curricular payment schedule is increased by 3.6% each year as identified in Appendix B attached hereto.
- C. Ratios -
  1. Elementary Guidance Counselors 1.05
  2. Secondary Guidance Counselors 1.08
  - A. Remove differentials for new counselors assigned on or after July 1, 1981, and establish work year and day same as teachers. (Counselors who may be assigned duty for any days beyond will be paid at their daily rate in accordance with Section 3101, Subdivision 3 of the Education Law).

- B. Establish an Elementary Counselor work year for incumbents of six (6) days beyond the teacher work year without additional compensation other than the current stipend. The scheduling of such days will be jointly determined by the building Administrator and the Counselor involved.
- C. Contract provision covering the Secondary Counselor's work day, work year and differential for incumbents, shall be maintained except for counselors hired after July 1, 1981.

D. Health Insurance

The District agrees to continue to offer health insurance coverage for employees and dependents with benefits at least equivalent to those currently provided and as modified.

Additionally, the District agrees to pay:

- 1. Effective March 1, 1996, ninety percent (90%) of the annual premium cost for individual and dependent coverage under the health insurance plans offered.

Effective June 30, 1998, eighty-seven and one half percent (87.5%) of the annual premium cost for individual and dependent coverage under the health insurance plans offered.

- 2. Any teacher fulfilling the requirements under Article X.F.1. and retiring after October 10, 1973, ninety-five percent (95%) of the annual premium cost for health insurance coverage during his/her retirement. Such coverage shall be the same as or the equivalent of the coverage in effect during his/her final year of service. Such provision shall apply only to those teachers whose stated intent is to actually retire and receive regular or disability pension.

For any teacher fulfilling the requirements under Article X.F.1. and retiring after March 1, 1996, the District agrees to pay ninety percent (90%) of the annual premium cost for health insurance coverage during his/her retirement.

For any teacher fulfilling the requirements under Article X.F.1. and retiring after June 30, 1998, the District agrees to pay eighty-seven and one half percent (87.5%) of the annual premium cost for health insurance coverage during his/her retirement.

- 3. For purposes of identification, the current health insurance plan in effect is Blue Shield of Northeastern New York of the Fulmont Health Plan.
- 4. The District will implement a Flexible Spending Plan (IRC Section 125 Plan) for health insurance premiums, unreimbursed medical expenses and dependent care expenses. The District will assume all administrative costs of the plan.

5. The District will provide an HMO health insurance option to the members of the bargaining unit. Under such option, the District will pay the same level of percent contribution toward the HMO insurance premium as the District is obligated to pay toward the indemnification health insurance premiums (i.e., 90% through June 29, 1998 and 87.5% on June 30, 1998). If the premiums applicable to the HMO option(s) exceed the premium for the indemnification insurance, the District will only be obligated to pay the dollar equivalent of the indemnification plan. The employee will be responsible for any difference.

E. Health Insurance Buy Out

1. Any eligible member of the bargaining unit may elect to receive a "cash benefit" instead of the health insurance coverage provided for in this Article. The member must elect the cash benefit in writing, which writing must be submitted to the Superintendent on or before May 15th of each school year for the election to be effective July 1 of the subsequent school year. Bargaining unit members appointed on or after July 1 must make the election no later than September 1. No election of the cash benefit will be valid unless accompanied by proof of non-District health insurance coverage.
2. The amount of "cash benefit" to be paid by the District to the entitled bargaining unit member who elects the benefit shall be an amount equal to one-half of the amount of the actual premiums that would otherwise have been paid by the District. The cash benefit shall be paid by the District in two equal lump sum payments, one payment on or before December 1st of each school year and the second payment on or before June 30th.
3. Members of the bargaining unit who are married and whose spouse also works for the District shall be eligible for only one two-person plan, two individual plans, or family health insurance plan as appropriate to their family situation. Employees who are married to other employees shall be ineligible for this cash benefit option.
4. Any bargaining unit member who has received a cash benefit payment from the District in lieu of health insurance coverage and who leaves the employment of the district prior to June 30th, shall have a pro-rated portion of such cash benefit deducted from his/her final paycheck.
5. Any bargaining unit member who has elected the cash benefit in accordance with this provision may be reinstated into the District plan during the school year in which he/she has elected the cash benefit, provided that he/she makes a written request for coverage under the District health insurance plan to the Superintendent. The approval of request for coverage shall be governed by the rules, regulations, and procedures of the insurance carrier. Any member who has received a cash benefit payment and who is reinstated under the District health insurance plan prior to June 30th shall have a pro-rated portion of such cash benefit deducted from his/her first paycheck following reinstatement.

### Dental Insurance

The District agrees to allocate up to a maximum of \$70,000 to provide a dental plan effective July 1, 1986. There shall be established by February 1, 1986, a joint District-ATA committee to consider and jointly select a plan to be implemented no later than July 1, 1986.

In their deliberations, the joint committee shall include the following specifications within the agreed-upon plan:

- (a) The employee shall be required to make a contribution toward the monthly premium payments as part of the plan.
- (b) The plan shall provide for cost containment procedures, such as deductibles, maximum allowances, restricted to full time probationary and tenured teachers.
- (c) At least a two (2) year guarantee on premium levels, if possible.
- (d) A plan which can be made available to all levels and classes of employees.

### F. Tuition

Effective January 29, 1996, the dependents of bargaining unit members may enroll in the District at no cost to the employee, provided space is available at the required grade level.

## ARTICLE XXVI

### DUES DEDUCTION

- A. The School District agrees to deduct from the salaries of teachers dues for the Amsterdam Teachers' Association and its affiliates, as said teachers individually and voluntarily authorize the School District to deduct, and to transmit the monies promptly to the Association.
- B. The Superintendent will be notified by any official of the above named associations, in writing, by June 30th of each year of the current rate of membership dues for each of the associations named in paragraph A. Thirty (30) days written notice of any change in the rate of dues will be given to the District to a maximum of two changes per year per association.
- C. Deductions referred to in paragraph A above will be made in as nearly equal monthly installments as is practicable during the school year. The School District will not be required to honor any month's deduction any authorizations that are delivered to it later than fifteen (15) days prior to the distribution of the payroll from which the deductions are to be made.

D. Agency Fee

Effective October 28, 1981, the District shall deduct from the salary of employees in the bargaining unit who are not members of the ATA an amount equivalent to the dues levied by the ATA in accordance with Chapters 677 and 678 of the Laws of 1977 of the State of New York. The ATA affirms that it has adopted such procedure for refund of agency shop fee deduction as required in Section 3 of Chapters 677 and 678 of the Laws of 1977 of the State of New York. The provision for agency fee deduction shall continue in effect as long as the ATA maintains such procedure. The agency fee deduction shall be made following the same procedures as applicable for dues check off except as otherwise mandated by law or this Article of the Agreement.

The parties further agree that the provisions herein regarding agency fee deductions will not apply to:

1. Unit members who were not members of the ATA on June 30, 1981.
  - (a) Such unit members who choose to become ATA members thereafter shall forfeit this exemption.
2. Individuals appointed to positions from outside the unit in accordance with Appendix B, paragraph A.

ARTICLE XXVII

GENERAL PROVISIONS

- A. In case of direct conflict between the express provisions of this Agreement and any Board or Association policy, practice, procedures, custom or writing not incorporated in this Agreement, the provisions of this Agreement will control.
- B. The Board and the Association shall continue their policy of not discriminating against any teacher on the basis of race, creed, color, national origin, sex, age, marital status, or membership in any teacher organization.
- C. If any provision of this Agreement or any application of the Agreement to any employee or group of employees shall be found contrary to Law, than any such provision or application shall be deemed invalid and the parties shall attempt to revise the provision to the extent permitted by Law, and all other provisions or applications will continue in full force and effect.
- D. It is agreed by and between the parties that any provision of this Agreement requiring legislative action to permit it implementation by amendment of Law or by providing the additional funds therefor, shall not become effective until the appropriate legislative body has given approval.



ARTICLE XXVIII

DURATION OF AGREEMENT

Unless otherwise agreed, the provisions of this Contract shall become effective as of July 1, 1999 and shall continue in effect through June 30, 2002.

In witness whereof, the parties hereto have executed this Agreement by their duly authorized representative this 21st day of September 1999.

FOR THE DISTRICT:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FOR THE ASSOCIATION

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ARTICLE XXIX

### SPECIAL CONDITIONS RELATED TO THERAPISTS AND SCHOOL NURSES

This new Article is added to the Collective Bargaining Agreement between the Greater Amsterdam School District and the Amsterdam Teachers' Association entitled, "Special Conditions Relating to Occupational Therapists, Physical Therapists, School Nurses and Therapist Assistants", which shall provide:

1. The provisions of the ATA Contract will apply to the Occupational Therapist, Physical Therapists and School Nurses and Assistants with equal force and effect, except as set forth hereunder.
2. Recognition (Article I) - Article I shall be amended to indicate that Occupational Therapists (OT), Physical Therapists (PT), Assistant OT's and PT's and School Nurses shall be part of the ATA's Bargaining Unit.
3. Working Conditions (Articles V and VI) - Occupational Therapist, Physical Therapists, Assistant OT's and PT's and School Nurses shall work the same work year as Teachers. However, the work day for Occupational Therapists, Physical Therapists, Assistant OT's and PT's and School Nurses shall be seven (7) hours, exclusive of a thirty (30) minute meal break.
4. Assignments (Article VIII) - Occupational Therapists, Physical Therapists, Assistant OT's and PT's and School Nurses will have their assignments provided to them as per the past procedure in the District.
5. Sick Leave and Personal Leave (Article X) - The provisions of Article X.(A) through (F) shall apply to these positions, except that unused sick and personal leave will be accumulated to a maximum of 250 days and only 200 of such days can be used for the purpose of the retirement benefit contained in Article X.(F).
6. Temporary and Extended Leaves of Absences (Article XI and XII) - The provisions of Articles XI and XII will apply to these positions.
7. Evaluations (Article XV) - The provisions of Article XV will apply to Occupational Therapists, Physical Therapists, Assistant OT's and PT's and School Nurses, except that Sections D and E (Tenure) of Article XV will not apply to employees working in these positions. Moreover, the provisions of Article XV which apply to non-tenured (or probationary) and tenured teachers will apply to these new positions during probationary and permanent employment status, respectively.
8. In-Service Education (Article XVIII) - Article XVIII will no apply to Occupational Therapists, Physical Therapists, Assistant OT's and PT's and School Nurses.

9. Discipline and Discharge (Article XXIV) - Following the completion of their probationary service, Occupational Therapists, Physical Therapists, Assistant OT's and PT's and School Nurses shall not be subject to discipline or discharge except pursuant to New York State Civil Service Law, Sections 75 and 76.
10. Health Insurance (Article XXV) - The provisions of Article XXV.(D) - Health Insurance; (E) - Insurance Buy Out/Dental and (F) - Tuition, will apply to Occupational Therapists, Physical Therapists, Assistant OT's and PT's and School Nurses.
11. Salary (Article XXV)

For 1998-99: a 3% increase to base salaries, retroactive to July 1, 1998. Any of these employees who have left the employment of the District prior to the execution of this agreement will not be entitled to this pay increase.

For 1999-2000: These new unit members will be placed on the salary schedule on the step closest to their 1998-1999 salary, provided that no employees will suffer a reduction in salary. It is understood that the initial placement of an employee onto the salary schedule will not necessarily correspond with the number of years the person has worked for the District. For example, if an Occupational Therapist had worked for the District for ten years and was paid \$32,000 in 1998-99, his/her initial step placement in 1999-2000 would be to Step 7 of the BS Schedule (\$32,349). For 1999-2000, such employees will not advance a step on the salary schedule. However,

For 2000-2001: Such employees will advance a step on the schedule as per the other members of the bargaining unit.

Commencing in the 1999-2000 school year, Assistant OT's and PT's and all RN's will be paid a salary, as per the above, of \$8500 less than the Bachelor Step salary rate in the year in question. (The Assistant OT's and PT's will not advance a step on their schedules in 1999-2000.)

12. The Therapists, Assistant Therapists and School Nurse salary schedule is attached hereto and identified as Appendix A.1.
13. The agreement will be modified where appropriate to reflect the "Employees Retirement System" as it applies to these new bargaining unit positions.

# APPENDIX A

## GREATER AMSTERDAM SCHOOL DISTRICT TEACHER SALARY SCHEDULE - 1999-2000

<u>Step</u>	<u>BS Degree</u>	<u>Step</u>	<u>MS Degree</u>	<u>Step</u>	<u>Doctorate</u>
1	\$27,299	1	\$28,698	1	\$30,663
2	28,235	2	29,968	2	31,932
3	29,091	3	30,825	3	32,789
4	30,030	4	31,682	4	33,646
5	30,980	5	32,538	5	34,502
6	31,931	6	33,474	6	35,439
7	32,964	7	34,421	7	36,385
8	33,913	8	35,376	8	37,340
9	34,771	9	36,232	9	38,196
10	35,627	10	37,170	10	39,135
11	36,483	11	38,217	11	40,181
12	37,340	12	39,153	12	41,118
13	38,196	13	40,199	13	42,163
14	39,054	14	41,054	14	43,019
15	39,910	15	41,998	15	43,963
16	40,766	16	43,052	16	45,016
17	41,812	17	44,039	17	45,004
18	42,669	18	44,855	18	46,820
19	43,615	19	45,904	19	47,869
20	44,476	20	46,761	20	48,726
21	45,522	21	47,619	21	49,584
22	46,473	22	48,569	22	50,533
23	47,612	23	49,614	23	51,579
24	48,657	24	51,328	24	53,293
25	50,491	25	52,857	25	54,821
26	53,354	26	56,048	26	58,045

## B. S. SALARY SCHEDULE 1999-2000

	BA+0 1	BA+6 2	BA+12 3	BA+18 4	BA+24 5	BA+30 6	BA+35 7	BA+40 8	BA+45 9	BA+50 10	BA+55 11	BA+60 12
1.	27299	27449	27599	27749	27899	28049	28174	28299	28424	28549	28674	28799
2.	28235	28385	28535	28685	28835	28985	29110	29235	29360	29485	29610	29735
3.	29091	29241	29391	29541	29691	29841	29966	30091	30216	30341	30466	30591
4.	30030	30180	30330	30480	30630	30780	30905	31030	31155	31280	31405	31530
5.	30980	31130	31280	31430	31580	31730	31855	31980	32105	32230	32355	32480
6.	31931	32081	32231	32381	32531	32681	32806	32931	33056	33181	33306	33431
7.	32964	33114	33264	33414	33564	33714	33839	33964	34089	34214	34339	34464
8.	33913	34063	34213	34363	34513	34663	34788	34913	35038	35163	35288	35413
9.	34771	34921	35071	35221	35371	35521	35646	35771	35896	36021	36146	36271
10.	35627	35777	35927	36077	36227	36377	36502	36627	36752	36877	37002	37127
11.	36483	36633	36783	36933	37083	37233	37358	37483	37608	37733	37858	37983
12.	37340	37490	37640	37790	37940	38090	38215	38340	38465	38590	38715	38840
13.	38196	38346	38496	38646	38796	38946	39071	39196	39321	39446	39571	39696
14.	39054	39204	39354	39504	39654	39804	39929	40054	40179	40304	40429	40554
15.	39910	40060	40210	40360	40510	40660	40785	40910	41035	41160	41285	41410
16.	40766	40916	41066	41216	41366	41516	41641	41766	41891	41216	42141	42266
17.	41812	41962	42112	42262	42412	42562	42687	42812	42937	43062	43187	43312
18.	42669	42819	42969	43119	43269	43419	43544	43669	43794	43919	44044	44169
19.	43615	43765	43915	44065	44215	44365	44490	44615	44740	44865	44990	45115
20.	44476	44626	44776	44926	45076	45226	45351	45476	45601	45726	45851	45976
21.	45522	45672	45822	45972	46122	46272	46397	46522	46647	46772	46897	47022
22.	46473	46623	46773	46923	47073	47223	47348	47473	47598	47723	47848	47973
23.	47612	47762	47912	48062	48212	48362	48487	48612	48737	48862	48987	49112
24.	48657	48807	48957	49107	49257	49407	49532	49657	49782	49907	50032	50157
25.	50491	50641	50791	50941	51091	51241	51366	51491	51616	51741	51866	51991
26.	53354	53504	53654	53804	53954	54104	54229	54354	54479	54604	54729	54854

# M. S. SALARY SCHEDULE 1999-2000

	MA+0 1	MA+6 2	MA+12 3	MA+18 4	MA+24 5	MA+30 6	MA+35 7	MA+40 8	MA+45 9	MA+50 10	MA+55 11	MA+60 12	DR
1.	28698	28878	29058	29238	29418	29598	29748	29898	30048	30198	30348	30498	30663
2	29968	30148	30328	30508	30688	30868	31018	31168	31318	31468	31618	31768	31932
3.	30825	31005	31185	31365	31545	31725	31875	32025	32175	32325	32475	32625	32789
4.	31682	31862	32042	32222	32402	32582	32732	32882	33032	33182	33332	33482	33646
5.	32538	32718	32898	33078	33258	33438	33588	33738	33888	34038	34188	34338	34502
6.	33474	33654	33834	34014	34194	34374	34524	34674	34824	34974	35124	35274	35439
7.	34421	34601	34781	34961	35141	35321	35471	35621	35771	35921	36071	36221	36385
8.	35376	35556	35736	35916	36096	36276	36426	36576	36726	36876	37026	37176	37340
9.	36232	36412	36592	36772	36952	37132	37282	37432	37582	37732	37882	38032	38196
10.	37170	37350	37530	37710	37890	38070	38220	38370	38520	38670	38820	38970	39135
11.	38217	38397	38577	38757	38937	39117	39267	39417	39567	39717	39867	40017	40181
12.	39153	39333	39513	39693	39873	40053	40203	40353	40503	40653	40803	40953	41118
13.	40199	40379	40559	40739	40919	41099	41249	41399	41549	41699	41849	41999	42163
14.	41054	41234	41414	41594	41774	41954	42104	42254	42404	42554	42704	42854	43019
15.	41998	42178	42358	42538	42718	42898	43048	43198	43348	43498	43648	43798	43963
16.	43052	43232	43412	43592	43772	43952	44102	44252	44402	44552	44702	44852	45016
17.	44039	44219	44399	44579	44759	44939	45089	45239	45389	45539	45689	45839	46004
18.	44855	45035	45215	45395	45575	45755	45905	46055	46205	46355	46505	46655	46820
19.	45904	46084	46264	46444	46624	46804	46954	47104	47254	47404	47544	47704	47869
20.	46761	46941	47121	47301	47481	47661	47811	47961	48111	48261	48411	48561	48726
21.	47619	47799	47979	48159	48339	48519	48669	48819	48969	49119	49269	49419	49584
22.	48569	48749	48929	49109	49289	49469	49619	49769	49919	50069	50219	50369	50533
23.	49614	49794	49974	50154	50334	50514	50664	50814	50964	51114	51264	51414	51579
24.	51328	51508	51688	51868	52048	52228	52378	52528	52678	52828	52978	53128	53293
25.	52857	53037	53217	53397	53577	53757	53907	54057	54207	54357	54507	54657	54821
26.	56048	56228	56408	56588	56768	56948	57098	57248	57398	57548	57698	57848	58045

# APPENDIX A

## GREATER AMSTERDAM SCHOOL DISTRICT TEACHER SALARY SCHEDULE - 2000-2001

<u>Step</u>	<u>BS Degree</u>	<u>Step</u>	<u>MS Degree</u>	<u>Step</u>	<u>Doctorate</u>
1	\$27,818	1	\$29,243	1	\$31,245
2	28,772	2	30,537	2	32,539
3	29,644	3	31,410	3	33,412
4	30,600	4	32,284	4	34,286
5	31,568	5	33,156	5	35,158
6	32,538	6	34,110	6	36,112
7	33,590	7	35,075	7	37,077
8	34,558	8	36,048	8	38,050
9	35,432	9	36,920	9	38,922
10	36,304	10	37,876	10	39,878
11	37,176	11	38,943	11	40,945
12	38,050	12	39,897	12	41,899
13	38,922	13	40,962	13	42,964
14	39,796	14	41,835	14	43,836
15	40,668	15	42,796	15	44,798
16	41,541	16	43,870	16	45,872
17	42,606	17	44,876	17	46,878
18	43,479	18	45,708	18	47,710
19	44,444	19	46,776	19	48,778
20	45,321	20	47,649	20	49,651
21	46,387	21	48,524	21	50,526
22	47,355	22	49,491	22	51,493
23	48,516	23	50,557	23	52,559
24	49,582	24	52,303	24	54,305
25	51,451	25	53,861	25	55,863
26	55,275	26	58,065	26	60,135

# B. S. SALARY SCHEDULE 2000-01

	BA+0 1	BA+6 2	BA+12 3	BA+18 4	BA+24 5	BA+30 6	BA+35 7	BA+40 8	BA+45 9	BA+50 10	BA+55 11	BA+60 12
1.	27818	27968	28118	28268	28418	28568	28693	28818	28943	29068	29193	29318
2.	28772	28922	29072	29222	29372	29522	29647	29772	29897	30022	30147	30272
3.	29644	29794	29944	30094	30244	30394	30519	30644	30769	30894	31019	31144
4.	30600	30750	30900	31050	31200	31350	31475	31600	31725	31850	31975	32100
5.	31568	31718	31868	32018	32168	32318	32443	32568	32693	32818	32943	33068
6.	32538	32688	32838	32988	33138	33288	33413	33538	33663	33788	33913	34038
7.	33590	33740	33890	34040	34190	34340	34465	34590	34715	34840	34965	35090
8.	34558	34708	34858	35008	35158	35308	35433	35558	35683	35808	35933	36058
9.	35432	35582	35732	35882	36032	36182	36307	36432	36557	36682	36807	36932
10.	36304	36454	36604	36754	36904	37054	37179	37304	37429	37554	37679	37804
11.	37176	37326	37476	37626	37776	37926	38051	38176	38301	38426	38551	38676
12.	38050	38200	38350	38500	38650	38800	38925	39050	39175	39300	39425	39550
13.	38922	39072	39222	39372	39522	39672	39797	39922	40047	40172	40297	40422
14.	39796	39946	40096	40246	40396	40546	40671	40796	40921	41046	41171	41296
15.	40668	40818	40968	41118	41268	41418	41543	41668	41793	41918	42043	42168
16.	41541	41691	41841	41991	42141	42291	42416	42541	42666	42791	42916	43041
17.	42606	42756	42906	43056	43206	43356	43481	43606	43731	43856	43981	44106
18.	43479	43629	43779	43929	44079	44229	44354	44479	44604	44729	44854	44979
19.	44444	44594	44744	44894	45044	45194	45319	45444	45569	45694	45819	45944
20.	45321	45471	45621	45771	45921	46071	46196	46321	46446	46571	46696	46821
21.	46387	46537	46687	46837	46987	47137	47262	47387	47512	47637	47762	47887
22.	47355	47505	47655	47805	47955	48105	48230	48355	48480	48605	48730	48855
23.	48516	48666	48816	48966	49116	49266	49391	49516	49641	49766	49891	50016
24.	49582	49732	49882	50032	50182	50332	50457	50582	50707	50832	50957	51082
25.	51451	51601	51751	51901	52051	52201	52326	52451	52576	62701	52826	52951
26.	55275	55425	55575	55725	55875	56025	56150	56275	56400	56525	56650	56775



## M. S. SALARY SCHEDULE 2000-01

	MA+0 1	MA+6 2	MA+12 3	MA+18 4	MA+24 5	MA+30 6	MA+35 7	MA+40 8	MA+45 9	MA+50 10	MA+55 11	MA+60 12	DR
1.	29243	29423	29603	29783	29963	30143	30293	30443	30593	30743	30893	31043	31245
2.	30537	30717	30897	31077	31257	31437	31587	31737	31887	32037	32187	32337	32539
3.	31410	31590	31770	31950	32130	32310	32460	32610	32760	32910	33060	33210	33412
4.	32284	32464	32644	32824	33004	33184	33334	33484	33634	33784	33934	34084	34286
5.	33156	33336	33516	33696	33876	34056	34206	34356	34506	34546	34806	34956	35158
6.	34110	34290	34470	34650	34830	35010	35160	35310	35460	35610	35760	35910	36112
7.	35075	35255	35435	35615	35795	35975	36125	36275	36425	36575	36725	36875	37077
8.	36048	36228	36408	36588	36768	36948	37098	37248	37398	37548	37698	37848	38050
9.	36920	37100	37280	37460	37640	37820	37970	38120	38270	38420	38570	38720	38922
10.	37876	38056	38236	38416	38596	38776	38926	39076	39226	39376	39526	39676	39878
11.	38943	39123	39303	39483	39663	39843	39933	40143	40293	40443	40593	40743	40945
12.	39897	40077	40257	40437	40617	40797	40947	41097	41247	41397	41547	41697	41899
13.	40962	41142	41322	41502	41682	41862	42012	42162	42312	42462	42612	42762	42964
14.	41835	42015	41195	42375	42555	42735	42885	43035	43185	43335	43485	43635	43836
15.	42796	42976	43156	43336	43516	43696	43846	43996	44146	44296	44446	44596	44798
16.	43870	44050	44230	44410	44590	44770	44920	45070	45220	45370	45520	45670	45872
17.	44876	45056	45236	45416	45596	45776	45926	46076	46226	46376	46526	46676	46878
18.	45708	45888	46068	46248	46428	46608	46758	46908	47058	47208	47358	47508	47710
19.	46776	46956	47136	47316	47496	47676	47826	47976	48126	48276	48426	48576	48778
20.	47649	47829	48009	48189	48369	48549	48699	48849	48999	49149	49299	49449	49651
21.	48524	48704	48884	49064	49244	49424	49574	49724	49874	50024	50174	50324	50526
22.	49491	49671	49851	50031	50211	50391	50541	50691	50841	50991	51141	51291	51493
23.	50557	50737	50917	51097	51277	51457	51607	51757	51907	52057	52207	52357	52559
24.	52303	52483	52663	52843	53023	53203	53353	53503	53653	53803	53953	54103	54305
25.	53861	54041	54221	54401	54581	54761	54911	55061	55211	55361	55511	55661	55863
26.	58065	58245	58425	58605	58785	58965	59115	59265	59415	59565	59715	59865	60135

# APPENDIX A

## GREATER AMSTERDAM SCHOOL DISTRICT TEACHER SALARY SCHEDULE - 2001-2002

<u>Step</u>	<u>BS Degree</u>	<u>Step</u>	<u>MS Degree</u>	<u>Step</u>	<u>Doctorate</u>
1	\$28,346	1	\$29,799	1	\$31,839
2	29,319	2	31,117	2	33,157
3	30,207	3	32,007	3	34,047
4	31,182	4	32,897	4	34,937
5	32,168	5	33,786	5	35,826
6	33,156	6	34,758	6	36,798
7	34,228	7	35,741	7	37,781
8	35,214	8	36,733	8	38,773
9	36,105	9	37,621	9	39,661
10	36,994	10	38,596	10	40,636
11	37,883	11	39,683	11	41,723
12	38,773	12	40,655	12	42,695
13	39,661	13	41,741	13	43,781
14	40,552	14	42,629	14	44,669
15	41,441	15	43,609	15	45,649
16	42,330	16	44,703	16	46,743
17	43,416	17	45,729	17	47,769
18	44,305	18	46,576	18	48,616
19	45,288	19	47,665	19	49,705
20	46,182	20	48,555	20	50,595
21	47,268	21	49,446	21	51,486
22	48,255	22	50,432	22	52,472
23	49,438	23	51,517	23	53,557
24	50,524	24	53,297	24	55,337
25	52,428	25	54,884	25	56,924
26	57,265	26	60,156	26	62,299

## B. S. SALARY SCHEDULE 2001-02

	BA+0 1	BA+6 2	BA+12 3	BA+18 4	BA+24 5	BA+30 6	BA+35 7	BA+40 8	BA+45 9	BA+50 10	BA+55 11	BA+60 12
1.	28346	28496	28646	28796	28946	29096	29221	29346	29471	29596	29721	29846
2.	29319	29469	29619	29769	29919	30069	30194	30319	30444	30569	30694	30819
3.	30207	30357	30507	30657	30807	30957	31082	31207	31332	31457	31582	31707
4.	31182	31332	31482	31632	31782	31932	32057	32182	32307	32432	32557	32682
5.	32168	32318	32468	32618	32768	32918	33043	33168	33293	33418	33543	33668
6.	33156	33306	33456	33606	33756	33906	34031	34156	34281	34406	34531	34656
7.	34228	34378	34528	34678	34828	34978	35103	35228	35353	35478	35603	35728
8.	35214	35364	35514	35664	35814	35964	36089	36214	36339	36464	36589	36714
9.	36105	36255	36405	36555	36705	36855	36980	37105	37230	37355	37480	37605
10.	36994	37144	37294	37444	37594	37744	37869	37994	38119	38244	38369	38494
11.	37883	38033	38183	38333	38483	38633	38758	38883	39008	39133	39258	39383
12.	38773	38923	39073	39223	39373	39523	39648	39773	39898	40023	40148	40273
13.	39661	39811	39961	40111	40261	40411	40536	40661	40786	40911	41036	41161
14.	40552	40702	40852	41002	41152	41302	41427	41552	41677	41802	41927	42052
15.	41441	41591	41741	41891	42041	42191	42316	42441	42566	42691	42816	42941
16.	42330	42480	42630	42780	42930	43080	43205	43330	43455	43580	43705	43830
17.	43416	43566	43716	43866	44016	44166	44291	44416	44541	44666	44791	44916
18.	44305	44455	44605	44755	44905	45055	45180	45305	45430	45555	45680	45805
19.	45288	45438	45588	45738	45888	46038	46163	46288	46413	46538	46663	46788
20.	46182	46332	46482	46632	46782	46932	47057	47182	47307	47432	47557	47682
21.	47268	47418	47568	47718	47868	48018	48143	48268	48393	48518	48643	48768
22.	48255	48405	48555	48705	48855	49005	49130	49255	49380	49505	49630	49755
23.	49438	49588	49738	49888	50038	50188	50313	50438	50563	50688	50813	50938
24.	50524	50674	50824	50974	51124	51274	51399	51524	51649	51774	51899	52024
25.	52428	52578	52728	52878	53028	53178	53303	53428	53553	53678	53803	53928
26.	57265	57415	57565	57715	57865	58015	58140	58265	58390	58515	58640	58765

# M. S. SALARY SCHEDULE 2001-02

	MA+0 1	MA+6 2	MA+12 3	MA+18 4	MA+24 5	MA+30 6	MA+35 7	MA+40 8	MA+45 9	MA+50 10	MA+55 11	MA+60 12	DR
1.	29799	29979	30159	30339	30519	30699	30849	30999	31149	31299	31449	31599	31839
2.	31117	31297	31477	31657	31837	32017	32167	32317	32467	32617	32767	32917	33157
3.	32007	32187	32367	32547	32727	32907	33057	33207	33357	33507	33657	33807	34047
4.	32897	33077	33257	33437	33617	33797	33947	34097	34247	34397	34547	34697	34937
5.	33786	33966	34146	34326	34506	34686	34836	34986	35136	35286	35436	35586	35826
6.	34758	34938	35118	35298	35478	35658	35808	35958	36108	36258	36408	36558	36798
7.	35741	35921	36101	36281	36461	36641	36791	36941	37091	37241	37391	37541	37781
8.	36733	36913	37093	37273	37453	37633	37783	37933	38083	38233	38383	38533	38773
9.	37621	37801	37981	38161	38341	38521	38671	38821	38971	39121	39271	39421	39661
10.	38596	38776	38956	39136	39316	39496	39646	39796	39946	40096	40246	40396	40636
11.	39683	39863	40043	40223	40403	40583	40733	40883	41033	41183	41333	41483	41723
12.	40655	40835	41015	41195	41375	41555	41705	41855	42005	42155	42305	42455	42695
13.	41741	41921	42101	42281	42461	42641	42791	42941	43091	43241	43391	43541	43781
14.	42629	42809	42989	43169	43349	43529	43679	43829	43979	44129	44279	44429	44669
15.	43609	43789	43969	44149	44329	44509	44659	44809	44959	45109	45259	45409	45649
16.	44703	44883	45063	45243	45423	45603	45753	45903	46053	46203	46353	46503	46743
17.	45729	45909	46089	46269	46449	46629	46779	46929	47079	47229	47379	47529	47769
18.	46576	46756	46936	47116	47296	47476	47626	47776	47926	48076	48226	48376	48616
19.	47665	47845	48025	48205	48385	48565	48715	48865	49015	49165	49315	49465	49705
20.	48555	48735	48915	49095	49275	49455	49605	49755	49905	50055	50205	50355	50595
21.	49446	49626	49806	49986	50166	50346	50496	50646	50796	50946	51096	51246	51486
22.	50432	50612	50792	50972	51152	51332	51482	51632	51782	51932	52082	52232	52472
23.	51517	51697	51877	52057	52237	52417	52567	52717	52867	53017	53167	53317	53557
24.	53297	53477	53657	53837	54017	54197	54347	54497	54647	54797	54947	55097	55337
25.	54884	55064	55244	55424	55604	55784	55934	56084	56234	56384	56534	56684	56924
26.	60156	60336	60516	60696	60876	61056	61206	61356	61506	61656	61806	61956	62299

## APPENDIX A (Continued)

- A. Add \$22 per credit in six (6) hour blocks for BA to BA + 30.
- B. Add \$22 per credit in five (5) hour blocks for BA + 35 to BA + 60.
- C. School year 1984-85, add \$25.00 per credit in six (6) hour blocks for MA to MA + 30.  
Effective July 1, 1986, add \$28.00 per credit in six (6) hour blocks for MA to MA + 30.
- D. School year 1984-85, add \$25.00 per credit in five (5) hour blocks for MA + 35 to MA + 60.  
Effective July 1, 1986, add \$28.00 per credit in six (6) hour blocks for MA to MA + 30.
- E. Effective July 1, 1988, add \$25.00 per credit in six (6) hour blocks for BA to BA + 30.  
Effective July 1, 1988, add \$25.00 per credit in five (5) hour blocks for BA + 35 to BA + 60.
- F. Effective July 1, 1988, add \$30.00 in six (6) hour blocks for MA to MA + 30.  
Effective July 1, 1988, add \$30.00 per credit in five (5) hour blocks for MA + 35 to MA + 60.
- G. Payment for additional degrees and/or credits shall be prorated beginning with the first pay period in November, provided that notification has been received by the Personnel Office prior to October 15 of any school year.
- H. Only those graduate or inservice course credits having the prior approval of the Superintendent will be guaranteed for payment on the salary schedule.
- I. Any teacher obtaining an earned Master's degree shall be eligible for an additional one-time payment of \$500, for one year for one Master's degree only.
- J. Prior Education Experience and Longevity  
  
Effective July 1, 1972, any teacher who had been on Step 11 or top step of the District's BA schedule for eight (8) years or more, or on Step 13 or top step of the District's Master's schedule for six (6) years or more, will be considered to have qualified for the Step 16 longevity increment and salary provided therefor in the new schedule.

# APPENDIX A.1

## GREATER AMSTERDAM SCHOOL DISTRICT THERAPIST, ASSISTANTS AND NURSE'S SALARY SCHEDULE - 1999-2000

BS/BA Degree

<u>Step</u>	<u>PT/OT</u>	<u>PTA/OTA/RN</u>
1	\$27,299	\$18,799
2	28,235	19,735
3	29,091	20,591
4	30,030	21,530
5	30,980	22,480
6	31,931	23,431
7	32,964	24,464
8	33,913	25,413
9	34,771	26,271
10	35,627	27,127
11	36,483	27,983
12	37,361	28,861
13	38,196	29,696
14	39,054	30,554
15	39,910	31,410
16	40,766	32,266
17	41,812	33,312
18	42,669	34,169
19	43,615	35,115
20	44,476	35,976
21	45,522	37,022
22	46,473	37,973
23	47,612	39,112
24	48,657	40,157
25	50,491	41,991
26	53,354	44,854

# APPENDIX A.1

## GREATER AMSTERDAM SCHOOL DISTRICT THERAPIST, ASSISTANTS AND NURSE'S SALARY SCHEDULE - 2000-2001

BS/BA Degree

<u>Step</u>	<u>PT/OT</u>	<u>PTA/OTA/RN</u>
1	27,818	\$19,318
2	28,772	20,272
3	29,644	21,144
4	30,600	22,100
5	31,568	23,068
6	32,538	24,038
7	33,590	25,090
8	34,558	26,058
9	35,432	26,932
10	36,304	27,804
11	37,176	28,676
12	38,070	29,570
13	38,922	30,422
14	39,796	31,296
15	40,668	32,168
16	41,541	33,041
17	42,606	34,106
18	43,479	34,979
19	44,444	35,944
20	45,321	36,821
21	46,387	37,887
22	47,355	38,885
23	48,516	40,016
24	49,582	41,082
25	51,451	42,951
26	55,275	46,775

# APPENDIX A.1

## GREATER AMSTERDAM SCHOOL DISTRICT THERAPIST, ASSISTANTS AND NURSE'S SALARY SCHEDULE - 2001-2002

BS/BA Degree

<u>Step</u>	<u>PT/OT</u>	<u>PTA/OTA/RN</u>
1	\$28,346	\$19,846
2	29,319	20,819
3	30,207	21,707
4	31,182	22,682
5	32,168	23,668
6	33,156	24,656
7	34,228	25,728
8	35,214	26,714
9	36,105	27,605
10	36,994	28,494
11	37,883	29,383
12	38,794	30,294
13	39,661	31,161
14	40,552	32,052
15	41,441	32,941
16	42,330	33,830
17	43,416	34,916
18	44,305	35,805
19	45,288	36,788
20	46,182	37,682
21	47,268	38,768
22	48,255	39,755
23	49,438	40,938
24	50,524	42,024
25	52,428	43,928
26	57,265	48,765



## APPENDIX B

### COACHING, ACTIVITIES & CLUBS

- A. Insofar as they are able to meet the qualifications and requirements, members of the bargaining unit shall receive first consideration in filling vacancies in those positions covered hereunder.

Coaching assignments, clubs, and other activities included in this section shall be voluntary and open to members of the bargaining unit. In the event that no member applies for a given position, the Association will be notified. The Association will then attempt to find a qualified sponsor from within the bargaining unit. If, within 10 school days of such notification no sponsor is found, the Board may appoint a non-member of the bargaining unit for such position for the duration of the activity in that school year.

- B. A tentative list of vacancies for coaching and other activities, including a duties and responsibilities statement for each assignment for the ensuing school year, shall be posted each year no later than June 10, and applicants shall be notified in writing of their appointment no later than September 1. All other vacancies shall be posted as they occur during the school year.
- C. Compensation for the positions covered hereunder shall be prorated and paid in five (5) equal installments beginning with the first pay period following the inauguration of the activity or such other arrangement mutually satisfactory to the Association and the Board's fiscal officer.
- D. When such positions are authorized and approved by the Board, the following differentials will be paid.
1. Coaching rates shall be computed on the points schedule which is currently in effect in accordance with the following:

	1999-2000	2000-2001	2002-2002
Varsity	15.15/unit	15.70/unit	16.25/unit
Varsity Asst.	12.15/unit	12.60/unit	13.10/unit
Junior Varsity	12.15/unit	12.60/unit	13.10/unit
Modified	11.65/unit	12/10/unit	12/50/unit

2. The parties agree that they shall establish a permanent coaching committee. Such committee shall be charged with making an annual reevaluation of units based upon total program changes as are authorized by the Board.

## COACHING

<u>Varsity</u>	<u>1999-2000</u>	<u>2000-2001</u>	<u>2001-2002</u>
Football Head Coach	\$3,663	3,795	3,932
Basketball Head Coach	\$3,513	3,639	3,770
Baseball Head Coach	\$3,104	3,216	3,332
Wrestling Head Coach	\$3,480	3,605	3,745
Track (Boys) Head Coach	\$2,331	2,415	2,502
Track (Girls) Head Coach	\$2,331	2,415	2,502
Swimming (Boys - 16 wks) Head Coach	\$3,421	3,544	3,672
Swimming (Girls - 8 wks) Head Coach	\$2,435	2,523	2,614
Soccer (Boys) Head Coach	\$2,224	2,304	2,387
Soccer (Girls) Head Coach	\$2,224	2,304	2,387
Cross Country (Boys) Head Coach	\$1,893	1,961	2,032
Cross Country (Girls) Head Coach	\$1,893	1,961	2,032
Golf Head Coach	\$1,784	1,848	1,915

<u>Varsity (continued)</u>	<u>1999-2000</u>	<u>2000-2001</u>	<u>2001-2002</u>
Tennis (Boys) Head Coach	\$1,714	1,776	1,840
Tennis (Girls) Head Coach	\$1,714	1,776	1,840
Softball (Girls) Head Coach	\$3,104	3,216	3,332
Basketball (Girls) Head Coach	\$3,497	3,623	3,753
Volleyball (Girls - 10 wks) Head Coach	\$2,224	2,304	2,387
Field Hockey (Girls) Head Coach	\$1,756	1,819	1,884
Bowling (Boys) Head Coach	\$1,784	1,848	1,915
Lacrosse Head Coach	\$2,224	2,304	2,387

Varsity Assistants

Associate Coaches Varsity)

Football			
Associate Coach 1	\$2,739	2,838	2,940
Associate Coach 2	\$2,739	2,838	2,940
Track			
Associate Coach 1	\$1,794	1,859	1,926
Associate Coach 2	\$1,794	1,859	1,926
Swimming			
Assistant Coach Boys	\$2,715	2,813	2,914
Assistant Coach Girls	\$1,939	2,009	2,081

<u>Junior Varsity</u>	<u>1999-2000</u>	<u>2000-2001</u>	<u>2001-2002</u>
Football			
Head Coach	\$2,752	2,851	2,954
Associate Coach 3	\$2,617	2,711	2,809
Basketball			
Head Coach	\$2,497	2,587	2,680
Baseball			
Head Coach	\$2,413	2,500	2,590
Wrestling			
Head Coach	\$2,702	2,799	2,900
Softball (Girls)			
Head Coach	\$2,413	2,500	2,590
Soccer (Boys)			
Head Coach	\$1,722	1,784	1,848
Soccer (Girls)			
Head Coach	\$1,722	1,784	1,848
Basketball (Girls)			
Head Coach	\$2,498	2,588	2,681
Volleyball (Girls)			
Head Coach	\$1,722	1,784	1,848
Lacrosse			
Head Coach	\$1,272	1,318	1,365

<u>Modified &amp; 9th Grade</u>	<u>1999-2000</u>	<u>2000-2001</u>	<u>2001-2002</u>
Football			
Head Coach	\$2,296	2,379	2,465
Associate Coach 4	\$2,167	2,245	2,326
Basketball (Boys - 9th)			
Head Coach	\$2,356	2,441	2,529
Basketball (Girls - 9th)			
Head Coach	\$2,356	2,441	2,529
Soccer (Girls 7 & 8)	\$1,609	1,667	1,727
Soccer (Boys 7 & 8)	\$1,609	1,667	1,727
Wrestling			
Head Coach	\$2,322	2,406	2,493
Associate Coach 1	\$2,286	2,368	2,453
Swimming			
Head Coach	\$2,099	2,175	2,253
Swimming			
Asst. Modified Coach #1	\$1,998	2,070	2,145
Asst. Modified Coach #2	\$1,998	2,070	2,145
Baseball (Boys)			
Head Coach	\$1,854	1,921	1,990
Basketball (Boys 7 & 8)			
Head Coach	\$1,609	1,667	1,727
Basketball (Girls 7 & 8)			
Head Coach	\$1,609	1,667	1,727
Softball (Girls 7 & 8)			
Head Coach	\$1,609	1,667	1,727
Volleyball (Girls 7 & 8)			
Head Coach	\$1,609	1,667	1,727
Cross Country (Co-ed 7 & 8)			
Head Coach	\$1,609	1,667	1,727

## ACTIVITIES AND CLUBS

<u>High School</u>	<u>1999-2000</u>	<u>2000-2001</u>	<u>2001-2002</u>
Cheerleading Advisors	\$1,783	1,847	1,913
Cheerleading Advisor (Wrestling)	\$1,083	1,122	1,162
Marching Band	\$2,378	2,464	2,553
Assistant Marching Band	\$ 950	984	1,019
Band Flag Instructor	\$1,083	1,122	1,162
Band Drill Instructor	756	783	811
Majorettes	\$1,188	1,232	1,275
Dramatics	\$2,378	2,464	2,553
Student Government	\$1,663	1,723	1,785
Yearbook	\$1,663	1,723	1,785
School Newspaper	\$ 950	984	1,019
Forensics	\$1,188	1,231	1,275
Senior Class Advisor	\$1,188	1,231	1,275
Junior Class Advisor	\$ 717	743	770
Sophomore Class Advisor	\$ 717	743	770
Freshman Class Advisor	\$ 950	984	1,019
Clubs (each)	\$ 717	743	770
National Honor Society	\$ 717	743	770
Multi-Cultural Club	\$ 717	743	770
Key Club	\$ 717	743	770
Technology Club	\$ 717	743	770
Choral Club	\$ 717	743	770
Orchestra Club	\$ 717	743	770

### Middle School

Marching Band	\$1,188	1,231	1,275
Assistant Marching Band	\$ 950	984	1,019
Cheerleading Advisors	\$1,188	1,231	1,275
Dramatics	\$ 717	743	770
Student Government	\$1,188	1,231	1,275
Publications	\$1,188	1,231	1,275
Eighth Grade Advisor	\$ 717	743	770
Seventh Grade Advisor	\$ 717	743	770
Sixth Grade Advisor	\$ 717	743	770
Clubs (each)	\$ 717	743	770
Computer Club	\$ 717	743	770
School Newspaper	\$1,188	1,231	1,275

Middle School - Cont'd.

Teen Scene 7 & 8	\$ 717	743	770
Teen Scene 6th	\$ 717	743	770
Science Academic Club	\$ 717	743	770
School Memory Book	\$ 717	743	770
Multi-Cultural Club	\$ 717	743	770
Technology Club	\$ 717	743	770
Hi-Lites Magazine	\$ 717	743	770

Elementary

Student Government	\$ 717	743	770
Band/Orchestra	\$ 717	743	770
Clubs (each)	\$ 717	743	770
Intramurals	\$ 717	743	770
Computer Club	\$ 717	743	770
Safety Patrol Club	\$ 717	743	770

## APPENDIX C

### SUMMER SCHOOL AND MISCELLANEOUS STIPENDS

The following salary payments shall apply for scheduled summer sessions:

1. Effective July 1, 1999 - \$20.00 per hour  
Effective July 1, 2000 - \$21.00 per hour  
Effective July 1, 2001 - \$22.00 per hour
2. The following salary payments shall apply for Continuing Education - Certified/Non Certified:  
  
Effective July 1, 1999 - \$14.50 per hour  
Effective July 1, 2000 - \$15.00 per hour  
Effective July 1, 2001 - \$15.50 per hour
3. Home Teaching/Tutoring
  - a. \$22.00 per hour, with an allowance of one (1) hour preparation time for each four (4) hours of home instruction/tutoring time. All home teaching/tutoring with one (1) or more students and not more than five (5) students at one time, shall receive the rate of \$22.00 per hour.
4. Teachers acting as chaperones at after school activities such as bus trips, athletic events, evening dances, and not otherwise covered by a differential identified under Appendix B - \$15.50 per event for 1999-2000, \$16.10 for 2000-2001 and \$16.75 for 2001-2002. Where such events occur 30 miles or more from the school (Albany County is considered as 30 or more miles in distance) \$23.30 per event for 1999-2000, \$24.15 for 2000-2001 and \$25.10 for 2001-2002 . Teacher participation in such events shall be voluntary.
5. Special Education and Speech teachers shall receive a \$320 stipend in 1999-2000, \$330 in 2000-2001 and \$340 in 2002-2002, in addition to their regular salary.
6. Teachers proctoring and correcting of RCT Exams beyond the school year, inclusive of the teachers' check list day, shall be compensated at their per diem rate of pay.
7. Committee on Special Education (CSE) Subcommittee teachers shall receive a \$2500 stipend in 1999-2000, \$2590 in 2000-2001 and \$2690 in 2001-2002.
8. The Pool Coordinator shall receive \$2675 in 1999-2000, \$2775 in 2000-2001 and \$2875 in 2001-2002.



9. Curriculum Leaders shall received stipends based on the following: 1999-2000, for department groupings of nine (9) or more, the stipend will equal the number of grades in the school x \$415. For department groupings less than nine (9), the stipend will equal the number of grades in the school x \$210. For 2000-2001 the stipends will be x \$430 and x \$215; for 2001-2002 the stipends will be x \$445 and x \$225.
10. English as a Second Language Coordinator shall receive a \$2855 stipend in 1999-2000, \$2975 in 2000-2001, and \$3075 in 2001-2002.
11. Speech and Language Coordinator shall receive a \$2590 stipend in 1999-2000, \$2690 in 2000-2001, and \$2780 in 2001-2002.
12. The District Printer shall receive a \$1040 stipend in 1999-2000, \$1080 in 2000-2001, and \$1120 in 2001-2002.

## APPENDIX D

### ELECTION OF DISCIPLINARY PROCEDURES

All employees who have been served with disciplinary charges are required to return this attached form within ten (10) calendar days of receipt of the statement of charges.

I hereby make the following choices:

Please mark an X in one of the following:

- ☐ I choose to have the arbitration procedures set forth in Article XVII., Section D.3., of the current collective bargaining agreement utilized to determine whether the District had just cause to support the disciplinary charges preferred against me and any penalty adjudged thereon.
- ☐ I choose to have the procedures set forth in New York Education Law 3020-a utilized to determine the disciplinary charges preferred against me and any penalty therefrom. I acknowledge that by choosing this option, I must notify the clerk or secretary of the Board of Education in writing whether I desire a hearing on the charges within ten (10) days of receipt of such charges in accordance with Education Law 3020-a.

I UNDERSTAND THAT BY CHOOSING EITHER OPTION I CAN NOT USE THE OTHER OPTION TO CONTEST THE DISCIPLINARY CHARGES PREFERRED AGAINST ME AND ANY PENALTY WHICH MAY BE ADJUDGED THEREFROM.

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Union Representative

\_\_\_\_\_  
Date

## APPENDIX E

### RECEIPT OF CHARGES

I hereby acknowledge receipt of the disciplinary charges served upon me on \_\_\_\_\_ and understand that within ten (10) calendar days of receipt thereof, I must elect to have such charges determined through the arbitration procedures set forth in Article XVII., Section D.3., of the current collective bargaining agreement between the Greater Amsterdam School District and the Amsterdam Teachers' Association or under the procedures set forth in 3020-a of the New York State Education Law. Failure to return the election form within ten (10) calendar days will be deemed an election to proceed under Step III of Article XVII., (arbitration).

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent/Designee

\_\_\_\_\_  
Date

# INDEX

	ARTICLE	PAGE
<u>A</u>		
Additional Teaching Employment	XXI	31
Addendum (LMS Side-Bar)	New	
Administrative Assignments	VI, E.	11
Administrative Complaint Procedure	XVI	25-26
Agency Fee	XXVI, D.	37
Agendas		
BOE/Minutes/Policies	IV, E.,F.	5
Faculty	IV, A.	5
Aides	III, B.15.	5
Assignments/Transfers	VIII, A.	14
Association		
Rights	IV	5
Responsibilities	IV, H.- N.	6
Agreement		1
Attendance Teacher	VI.C.6.8.	10-11
<u>B</u>		
Binding Arbitration	XVII, D.3.(b)	28
Board of Education Minutes	IV	5
Building Team, SDM	(new addition)	
<u>C</u>		
Calendar	V	7
Chaperones	Appendix C	61
Child Rearing Leave	X, E.(c) (d)	18-19
Class Size	XXIII	32
Coaching, etc. salaries	Appendix B	54-60
Conferences	VI, D.3.	11
Parent-Teacher	VI, A.3.	8
Administrator-Teacher	XV, B.4.	24
Professional	XI, A.	21
Complaint, Administrative	XVI, A.	26
Continuing Education	XXII	32
Credit Hours	Appendix A	50
CSE Compensation	XXV, A.1.	33
Curriculum		

	<u>ARTICLE</u>	<u>PAGE</u>
<u>D</u>		
Dental Insurance	XXV	36
Discipline of Teachers	XVI, XXIV	25-26,32-33
	Appendix D	63
	Appendix E	64
Dues	XXVI	36
Duration of Agreement	XXVIII	38
<u>E</u>		
Emergency Closings	III, B.11.,12.	4
Emergency Substitutes	IX, A. and new	15
Employment Rights	III, B.	3-5
Assault	VII,E.	13
Just Cause	XXIV	32-33
Reduction of Staff	VI, F.	12
Representation	III, B.	3
Transfer	VIII, A.5.	14
Evaluation	XV	23-24
Conference	XV, B.4.	24
Assistance to Teacher	XV, B.2.	24
Observation	XV, B.	24
Personnel Files	XV, F.	25
Tenure	XV, D., E.	24
Termination	XV, D.2., E.1.	24
Evening Meetings	VI, D.4.	11
Extended Leaves	XII	21-23
<u>F</u>		
Facilities	III	3
Files, Personnel	XV, F.	25
<u>G</u>		
Grievance	XVII	26
Arbitration	XV, H./XVII, D.3.	25/27-28
Complaint	XVI, A.	25
Definition	XVII, B.1.	26
Past Practice	XVII, B.1.	26
Procedure/Stages/Steps	XVII, D.	27
Representation	XVII, B.4.	27
Procedures/Stages/Steps	XVII, D.	28
Submission	XVII, C.	27
Time Limits	See Stage/Steps	
Guidance Counselors	VI, C.3.,6.	10
Differentials	XXV, C.	33

	<u>ARTICLE</u>	<u>PAGE</u>
<u>H</u>		
Half Days	VI, A.5.	8
Health Insurance	XXV	34-35
Buyout	XXV, E.	35
Cost	XXV, D.1.,2.	34
Retirees	XXV, D.2.	34
Home Teaching/Tutoring	Appendix C.3.	61
HMO	XXV, D.5.	35
<u>I</u>		
Inclement Weather	III, B.11.	4
Injury	VII, E.,F.,G.	13
In-Service	XVIII	28-29
Insurance		
Dental	XXV	36
Eye (See Health Contract)		
Health Plan	XXV.D.3.	34
<u>J</u>		
Just Cause	XXIV	32-33
<u>L</u>		
Leaves		
Association Days	IV, L., XI, A.5.	6, 21
Child Rearing	X,E.1.(c) (d)	18-19
Injury	VII, E.,F.,G.,H.	13-14
Jury Duty/Legal	XI, A.3.	21
Sick Leave/Personal	X, B.1.	17
Sabbatical	XIII	22-23
Short Term	XI	21
Bereavement	X, D.	18
Religious	XI, A.1.	21
Temporary	XI	21
<u>M</u>		
Maternity (see Child Rearing)	X, E.	18
Media Specialists	VI, C.5.	10
<u>N</u>		
Negotiations	II	2
Days/Start	II	2-3
Non-Teaching Certified Teachers	VI, C.	10
Notification	IV, J./ VIII, A.1.	6/14

	<u>ARTICLE</u>	<u>PAGE</u>
<u>Q</u>		
Observation	XV	23-24
Unannounced	XVI, A.	26
<u>P</u>		
Parent Conferences	VI, A.3.	8
Personal Leave		
Accumulation	X, B.1.,C.1.(a),(c)	17
Physician, Physicals	X, A.	16
Preparation Time		
Elementary	VI, A.2.	8
Secondary	VI, B.6.	9
Probationary Teachers	XV, B.2.	24
Protection	VII	13
Psychologists	VI, C.6.,8.	11
<u>R</u>		
Recognition	I	1
Bargaining Agent		1
Clause	I	1
Reduction of Staff/Termination	VI, F.	12
Retirement	X, F.1.(b),(c)	19
Deferred Compensation	X,F.3.	20
Return from Leave	X, E.1.(d)/XII,E.,F.	19/22
<u>S</u>		
Salary Schedules	Appendix A	41-53
Sick Leave	X, B.	17
Accumulation	X, B.1.; F.	17, 19
Bank	X, C.	17-18
Special Area Teachers	VI, C.	10
Snow Days	V, D.	7
Summer School and Miscellaneous Stipends	Appendix C	61-62
Guidance	XXV, C.2.B.	34
Regular	XXII	31-32
Superintendent's Conference Day	V, A.	7
Substitutes	IX, A.D.	15-16
Social Workers	VI, C. 8.	11
School Psychologists	VI, C.6., 8.	10,11
Section 125 Plan	XXV, D.4.	34

	<u>ARTICLE</u>	<u>PAGE</u>
<u>I</u>		
Teaching Conditions	VI	7-12
Teaching Assignments	VIII, A.	14
Teachers, Tenure/Non-Tenure	XV	23-24
Tenure Recommendation	XV, D.E.	24
Textbooks	XX	30
<u>U</u>		
Use of Facilities	III, V	3, 5
Unused Snow Days	V.D.	7
<u>V</u>		
Vacancies	VIII, A.4.	14
Prolonged	IX, B.	15
<u>W</u>		
Work Day		
Elementary	VI, A.	7
Secondary	VI, B.	9
Workload	XXIII	32
Workshops	XIX	30
Work Year	V	7